U.S. Department of Agriculture

2015 Strategic Sustainability Performance Plan

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TABLE OF CONTENTS

LIST OF FIGURES

LIST OF TABLES

APPENDICES

U.S. Department of Agriculture Policy Statement

U.S. Department of Agriculture (USDA) has a goal to achieve a net zero environmental footprint by acting on climate change mitigation and adaptation measures, and creating climate change resilience through sustainable operations. The Department fosters environmental benefits and a clean energy economy, complies with applicable statutes, regulations, and Executive Orders, and leads by example to:

- Reduce our reliance on nonrenewable energy by increasing energy conservation, improving efficiency, and promoting clean renewable energy projects and programs;
- Promote water conservation, identifying water inefficiencies and implementing water conservation and efficiency projects;
- Use performance contracting to deploy life-cycle cost effective energy efficiency, clean energy and water conservation measures;
- Promote greening the Federal supply chain and operations;
- Implement sustainable acquisition practices for recycled content, energy efficient, water efficient, non-toxic or less toxic, biobased, and environmentally preferable products and services;
- Pursue waste management strategies that include reducing, reusing, and recycling;
- Promote sound environmental practices for increasing data center efficiency as well as for buying, using, repurposing, refurbishing, and recycling electronic products;
- Support green transportation/travel practices that reduce harmful emissions, increasing operational and fuel efficiency, and reducing nonrenewable fuel use;
- Plan, locate, design, construct, and operate high performance facilities, and use regional and site-specific green infrastructure practices;
- Promote design and renovation of government facilities to be resilient in the face of climate change, and to reach net zero energy, water, and waste;
- Continue to implement, maintain, and deploy existing and new environmental management systems at appropriate organizational levels; and
- Engage USDA employees, stakeholders, and the public in action towards the net zero environmental commitment.

To enhance the nation's climate resilience, USDA collaborates with other Federal government agencies and local and private entities. Actions include identifying the effects of climate change and integrating climate change adaptation and adaptation strategies into operations policies, and programs. USDA supports the agriculture and forestry sector in keeping the land healthy, productive, and resilient for future generations. The USDA climate change mitigation framework provides resources and solutions for climate-smart agriculture and forestry decision-making. With the establishment of the regional Climate Hubs, USDA identifies processes for sharing climate change adaptation planning information throughout the Federal Government, the department, and other public and private stakeholders. USDA builds on its internal capacity to deliver science-based knowledge to farmers, ranchers, and forest landowners; and recognizes, rewards, and builds upon the private sector's progress with technologies and practices that reduce greenhouse gas emissions, increase carbon storage, and generate clean renewable energy.

Robin E. Heard
USDA Chief Sustainability Officer
JUN 3 2015

2015 USDA SUSTAINABILITY PLAN EXECUTIVE SUMMARY

Section 14 of Executive Order (E.O.) 13693, *Planning for Federal Sustainability in the Next Decade*, requires Federal agencies to develop, implement, and annually update an integrated Strategic Sustainability Performance Plan (SSPP), beginning in June 2015 and continuing through fiscal year (FY) 2025.

SECTION 1: VISION

USDA is committed to fostering a clean energy economy and to improving the environment by conducting operations in a sustainable and environmentally responsible manner, complying with environmental laws and regulations, and leading by example. USDA's sustainable operations program includes all of the key sustainable practices that E.O. 13693 addresses.

USDA's programs touch almost every American every day. In response to the growing concerns about climate change, greenhouse gases, and depleting natural resources, USDA's mission is designed to create opportunities for farmers, ranchers, forest landowners, public land managers, and families in rural communities. USDA helps these stakeholders generate prosperity in innovative, sustainable ways while conserving the Nation's natural resources and preventing pollution.

In order to fulfill its mission of providing leadership on food, agriculture, natural resources, rural development, nutrition, and related issues, USDA focuses on the future. USDA recognizes the significance of global climate change and utilizes this knowledge to create and maintain conditions under which humans and nature can exist in productive harmony.

SECTION 2: LEADERSHIP

The Department formed a Sustainable Operations Council (SOC) to provide executive leadership in implementing the first Sustainability Plan and other E.O. 13514 and E.O. 13423 requirements. SOC objectives include continuing senior management involvement, establishing clear goals and objectives, and developing and implementing policies that result in environmentally-friendly, energy-efficient, and, economically-sound operations at USDA. The SOC reviewed and approved this Plan prior to its submission to the White House Council on Environmental Quality (CEQ) and the Office of Management and Budget (OMB).

The USDA Deputy Assistant Secretary for Departmental Management serves as Chair of the SOC and as the Department's Senior Sustainability Officer (SSO). The SOC, depicted in Figure 1, is comprised of representatives from the USDA Mission Areas, the Office of Procurement and Property Management, the Office of Operations, the Global Change Program Office, the Office of Budget and Program Analysis (OBPA), the Office of the Chief Information Officer (OCIO), the Office of the Chief Financial Officer (OCFO), and the Office of the General Counsel (OGC).

Five working groups (Electronics Stewardship, Environmental Management, Facilities, Transportation, and Green Purchasing) support the SOC by developing guidance, policies, and tools to assist in implementing sustainability Executive orders.

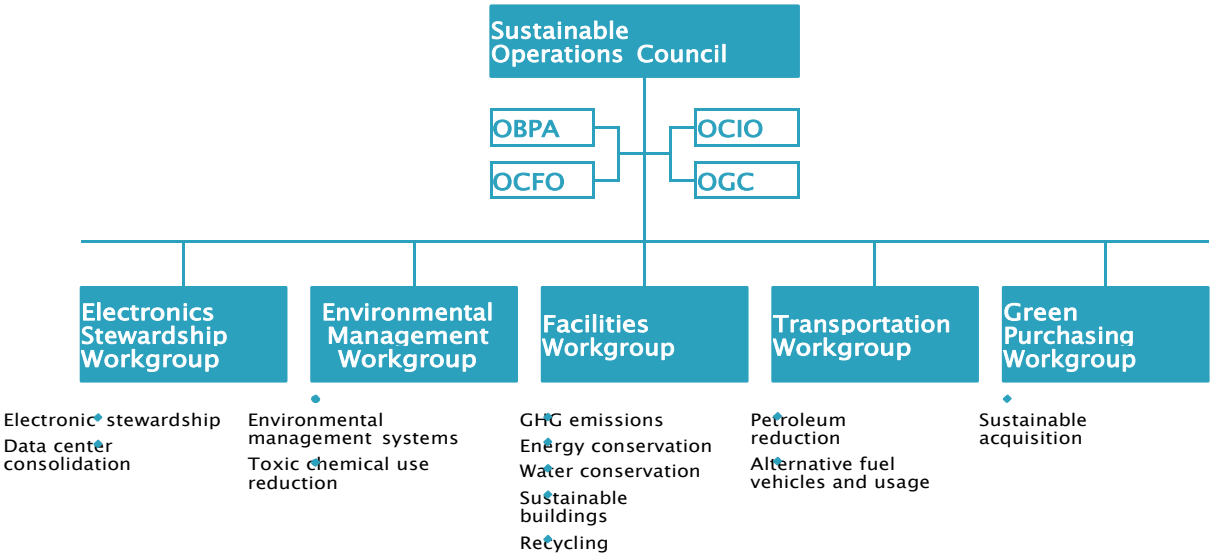
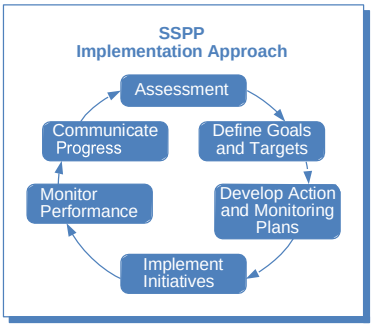


Figure 1: U.S. Department of Agriculture Sustainable Operations Council

USDA approaches sustainability in an organized "management system" manner, illustrated in Figure 2. This system, led by the SOC, provides for leadership involvement while creating opportunities for employee and USDA agency participation, with an overall goal of continual improvement.

Figure 2: Sustainability Implementation



SECTION 3: PERFORMANCE REVIEW

USDA's sustainability goals align the Department's overarching objectives for sustainability with USDA's Strategic Plan. The goals provide annual targets, strategies, and initiatives for achieving E.O. 13514's goals for 2015 and 2020, and E.O. 13693's goals for 2025. Moreover, the goals help to integrate all statutory and Executive Order requirements into a single implementation framework for advancing sustainability practices together with existing mission and management objectives. In targeting and achieving our goals, we have made the best use of existing and available resources and have maintained consistency with available FY 2014 resources. Sustainability goals also include methods for obtaining data needed to measure progress, evaluate results, and improve performance.

USDA is actively pursuing environmentally sound practices to advance sustainability and reduce greenhouse gas emissions. The Department is committed to leading by example in sustainable operations. Examples of recent accomplishments include:

- Earned "green" scores on five of the seven scoring elements on the OMB Sustainability/Energy Management Scorecard for 2014.

- Installed a 1.6 megawatt solar array at the George Washington Carver Center in Beltsville, Maryland, the largest Federal photovoltaic structure in the region.
- Continued to utilize environmental management systems (EMS) at 111 facilities and one multi-site EMS (addressing 142 additional facilities) to ensure environmental compliance and progress on sustainability goals.
- Developed BioPreferred training under USDA's web-based training platform, AgLearn, and made it a mandatory requirement for the Department's acquisition workforce, which number almost 5,000 professionals.

Existing Department budget line items do not explicitly address sustainability; however, in many cases, sustainability is already an integral part of USDA operations based on Departmental policy, guidance, and direction. Over time, the Department will emphasize sustainability project return on investment to a greater extent than currently occurs when establishing project funding priorities.

The following strategies have been critical to the success of integrating sustainability goals into USDA operations:

- **Attain support of senior leadership and management.** The SOC provides leadership to USDA agencies in conducting their environmental, energy, and transportation-related activities, which has resulted in economically, integrated, continuously improving, and sustainable operations.
- **Emphasize the role of employees at the office and at home to help achieve and promote energy efficiency/sustainability.** USDA energy managers found that employees in the Headquarters Complex were able to reduce electricity use by 9,000 kilowatt-hours in a 24 hour period during the work week, and by 24,000 kilowatt-hours (kWh) over the weekend during the "USDA Unplugged" challenge. Also, during the initial implementation of "Power-IT-Down" as a priority action item, USDA Forest Service units reported 548,585 kWh in combined weekend energy savings.
- **Include energy efficient/sustainable practices and concepts at the beginning stages of facilities-related projects, activities, or initiatives.** The cost of shifting to greener design alternatives likely will increase over the project's life cycle.
- **Facilitate cross-competency and interagency communication.** Effective communication not only facilitates sound problem solving and decision making—and enhances teamwork—but also helps to secure resources and avoid misunderstandings.
- **Integrate goals into policy, direction, and guidance documents.** Goal integration helps to better document sustainability requirements and ensure alignment and consistency with leadership's priorities.

The performance review and implementation status of USDA's sustainability goals are summarized below:

Goal 1: Greenhouse Gas (GHG) Reduction

USDA established a Scope 1 and 2 GHG emissions reduction target of 21 percent by FY 2020, compared to the FY 2008 base year. In FY 2014, USDA achieved a 14 percent reduction in Scope 1 and 2 GHG emissions. In addition to reducing GHG emissions from fleet vehicles (discussed under Goal 3), USDA will continue the following actions to reduce Scope 1 and 2 GHG emissions:

- Use the FEMP GHG emission report to identify/target high emission categories and implement specific actions to resolve high emission areas identified.
- Identify alternative sources of data or alternative methods of analysis not set forth in E.O. 13693, but with the potential to support its goals.
- Identify and support management practices or training programs that encourage employee sustainability and greenhouse gas consideration.
- Conceptualize the goals of E.O. 13693 within a projected cost-benefit framework to prioritize projects.
- Employ operations and management best practices for energy consuming and emission generating equipment.

In FY 2010, USDA established a Scope 3 GHG emissions reduction target of seven percent in FY 2020, compared to the FY 2008 base year. In FY 2013, USDA achieved an 18.1 percent reduction in Scope 3 GHG emissions. USDA will continue to focus on reducing emissions from employee travel, contracted waste disposal (i.e., solid waste disposal and wastewater treatment), and transmission and distribution losses from purchased electricity.

Goal 2: Sustainable Buildings

USDA is on track to meet the mandates for FY 2015, including the statutory requirement to reduce facility energy intensity by 30 percent and the executive order goal to have 15 percent of existing building inventory be evaluated as sustainable. USDA continues to make progress in **sustainable building** actions in FY 2015, and has assessed over 80 percent of the 2,184 buildings larger than 5,000 GSF for sustainability. The Department reports that 12.9 percent of its real property portfolio is sustainable.

USDA strives to achieve the Federal government net zero energy, water, and waste goals, and to incorporate the CEQ sustainable site selection and landscaping guidance into practice, at agency locations across the nation. The Department faces challenges in reaching these goals, resulting from a diverse set of missions and an extensive geographic presence.

In FY 2015, USDA is making progress in siting, designing, constructing, maintaining, and operating its buildings and landscaping its sites in an energy efficient and sustainable manner. The Department, for both owned and leased facilities:

- Constructs buildings to meet the Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings.

- Upgrades space to reduce energy use, in keeping with energy conservation strategies.
- Selects sustainable sites, and incorporates sustainable site practices into USDA-wide and agency policies, consistent with CEQ Sustainable Locations for Federal Facilities.
- Builds and maintains sustainable landscapes, consistent with CEQ Guidance for Federal Agencies on Sustainable Practices for Designed Landscapes, and promotes sustainable landscaping community educational activities.
- Uses wood, and wood products, as preferred sustainable construction materials for existing buildings, consistent with USDA policy, for its energy efficiency and carbon fixing characteristics.
- Employs sustainable acquisition practices, along with other specific green building measures.
- Practices sustainable operations and maintenance.
- Plans to establish a department-wide net zero team to collaborate, set specific goals, and share information between agencies.

USDA, in fulfilling its role in natural resources conservation, works with regional and local communities to protect and conserve the nation's natural resources. FY 2014 and 2015 initiatives include:

- Leveraging partnerships to achieve collaborative solutions to environmental problems.
- Providing conservation assistance in regional watershed conservation initiatives.
- Addressing priority natural resources concerns within geographic focus areas.

With regard to information technology (IT) facilities, USDA has four core data centers conforming to Uptime Institute Tier Standards. Information Technology staff are working to comply with all Key Performance Indicators created by the Federal Data Center Consolidation Initiative (FDCCI) Task Force to evaluate energy, real estate, IT, and labor efficiency levels for core data centers.

USDA currently has more than 2,200 data centers defined within the OMB's inventory portal. Through consolidation and the use of shared services, USDA expects to close 75 percent of these data centers by the end of FY 2016. To help accomplish this goal, USDA now offers flexible and cost-effective cloud computing services as an alternative to server rooms. Also, in FY 2015, USDA will work to ensure data center inventory accuracy and pursue actual, as opposed to estimated, FDCCI-related cost savings and avoidances.

Goal 3: Clean & Renewable Energy

At the center of USDA's vision is an effort to increase domestic production and use of renewable energy. In 2014, USDA consumed over 68,550 megawatt-hours of renewable energy (including at least 2.5 percent from new renewable sources), which translates to 14.7 percent of the Department's electricity use.

This achievement demonstrates a proactive choice to switch away from traditional sources of

electricity generation and support cleaner renewable energy alternatives. The increased purchase further demonstrates USDA's commitment to protecting the environment and expands its role in EPA's Green Power Partnership. Purchasing and generating renewable energy helps USDA become more sustainable, while also sending a message to other Federal agencies that supporting new development of clean renewable energy is a sound business decision and a strategic choice in mitigating climate risk.

USDA has learned that when deciding to use renewable energy, agencies can start with a subset of their facilities and then expand once the benefits of renewable energy become more readily apparent.

USDA will continue to promote the use of renewable energy by implementing the following strategies:

- Install USDA-funded on-site renewable energy systems and retain corresponding renewable energy certificates (RECs) or obtaining replacement RECs.
- Contract for the purchase of energy that includes installation of renewable energy on or off-site and retain RECs or replacement RECs for the term of the contract.
- Purchase electricity and corresponding RECs or obtain equal value replacement RECs.
- Purchase RECs.
- Install on-site thermal renewable energy at USDA facilities and retain corresponding renewable attributes or obtain equal value replacement RECs.

Goal 4: Water Use Efficiency and Management

In FY 2014, USDA's conservation efforts have reduced potable water use by 17.9 percent compared to the FY 2007 baseline; and have reduced industrial, landscaping, and agricultural (ILA) water use by 70 percent compared to the FY 2010 baseline. Due to the nature of USDA's mission, however, the agricultural water use goal will be more challenging to achieve than the potable water use goal. Also, USDA lacks a department-wide system for tracking water use, and has to rely on cost-based estimates (from water and other utilities object class accounting codes) for reporting. Nevertheless, improved collection methodologies continue to capture better consumption and costs data each year.

USDA will continue to promote water conservation and best management practices by implementing the following strategies:

- Install appropriate green infrastructure features (such as green roofs, rain gardens, bioswales, rain barrels, and pervious pavement) to help with storm- and wastewater management.
- Install and monitor water meters; collect and utilize building and facility water data for conservation and management.
- Install high efficiency technologies (e.g., WaterSense).

- Minimize outdoor water use and use alternative water sources as much as possible.
- Install advanced meters to measure and monitor potable and irrigation, landscaping and agricultural (ILA) water use.

Goal 5: Fleet Management

USDA owns and operates over 40,000 vehicles, mostly light trucks and sedans, located in cities, rural communities, and National Forests all across the country. These vehicles support the Department's extensive and varied missions, including food safety inspections, agricultural research, fire suppression, and law enforcement. The complexity of USDA mission requirements and the overall size and nationwide dispersion of the fleet make meeting and striving to exceed Federal target goals a challenging effort that requires the commitment of all USDA agency fleet managers.

In FY 2014, USDA realized a six percent increase in overall number of alternatives fueled vehicles, as well as a 10 percent increase in the acquisition of new alternative fueled vehicles. The percentage of alternatively-fueled vehicles continued to trend upward as USDA met its goal to have 75 percent of its covered light-duty vehicles acquired be alternatively-fueled vehicles. To achieve optimal fleet composition, USDA will continue to reduce the number of conventional fuel vehicles and increase the percentage of light duty alternative fuel vehicles in its inventory. In addition, agencies will evaluate vehicles that are older, less efficient, high maintenance and/or under- utilized for potential disposition.

Failure to meet USDA targeted goals for reducing its petroleum fuel consumption compared to the FY 2005 baseline is due to an overall increase in miles traveled by USDA vehicles. Under the E.O. 13693, new targeted goals will require a method of calculating emission reductions that is not based on fuel consumption reductions. In addition, USDA has established better fleet management systems, such as FedFMS and Fleet Dash, to provide better oversight on vehicle utilization. These systems have been integrated with the new USDA Wright Express fleet charge card to capture accurate fuel transactional data.

The following strategies are being implemented to help reduce fleet petroleum consumption and increase alternative fuel use:

- Perform USDA Vehicle Allocation Method (VAM) to optimize/right-size fleet composition.
- Continue to acquire only highly fuel-efficient, low greenhouse gas-emitting vehicles and alternative fuel vehicles through GSA Lease Program and GSA AutoChoice.
- Increase FleetDash and other methods for better utilization of alternative fuel in dual-fuel vehicles.
- Utilize FedFMS dispatch and reservation modules to improve vehicle pooling and sharing across USDA agencies.

Goal 6: Sustainable Acquisition

USDA achieved an 89 percent compliance with sustainable acquisition language in applicable contract actions in FY 2014 and improved to 94 percent in the first two quarters of FY 2015. For biobased acquisition, USDA achieved 88 percent compliance in FY 2014 and 97 percent for the first two quarters of FY15. To help achieve compliance, USDA, conducted three sustainable acquisition training sessions in FY 2014for contracting/procurement staff, two of which agencies recorded for on-demand learning. In addition, as an outcome of quarterly contract reviews, USDA will continue to alert staff to corrective actions needed to attain compliance within a month of the end of the quarter. To comply with the provisions of E.O. 13693, in FY 2016 USDA will:

- Incorporate Safer Choice-labeled products into janitorial contracts.
- Purchase environmentally preferable products and services based on EPA-recommended specifications, labels, and standards.
- Ensure that contractors report their designated biobased purchases through the System for Award Management portal.

Goal 7: Pollution Prevention & Waste Reduction

USDA commits to continually reduce waste by reducing the use of printed paper, collecting more office recyclables per capita, increasing organics composting, and diverting more construction and demolition waste from landfills by employing best management practices.

In FY 2014, USDA achieved 55 percent waste diversion of non-hazardous solid waste in buildings that have contracted waste removal services. In FY 2015 USDA will continue to update Chemicals Inventory Plans for individual facilities, especially laboratories, in order to further reduce toxic and hazardous chemicals and materials. The focus of these updates will be to acquire non-toxic alternatives as toxic or hazardous materials are phased out.

Goal 8: Energy Performance Contracts

In FY 2014, USDA agencies continued to realize energy and cost savings from Energy Savings Performance Contracts (ESPCs) and Utility Energy Service Contracts (UESCs) awarded in previous fiscal years. For FY 2015 and beyond, USDA will continue to implement the strategies listed below to increase the use and effectiveness of Energy Performance Contracts within the Department:

- Utilize performance contracting to meet identified energy efficiency and management goals while deploying life-cycle cost effective energy and clean energy technology and water conservation measures.
- Fulfill existing USDA performance contracting commitments towards the Federal Government's $4 billion goal by the end of calendar year 2016.

- Evaluate 25 percent of USDA's most energy intensive facilities for use with energy performance contracts.
- Ensure relevant legal and procurement staff participate in the Federal Energy Management Program's ESPC/ UESC training.
- Enter all reported energy savings data for operational projects into the OMB MAX Collect online tool.

Goal 9: Electronic Stewardship

USDA has accomplished all three electronics stewardship goals: the acquisition of EPEAT-registered products for 95 percent of eligible electronics; power management for 100 percent of eligible computers and monitors; and handling 100 percent of excess and surplus electronics equipment in an environmentally sound manner. In fulfillment of E.O. 13693 goals, USDA will:

- Procure only Electronic Product Environmental Assessment Tool-registered computers, notebooks, and displays.
- Ensure that all printers and multifunction devices installed in FY 2015 and 2016 default to duplex and monochrome (black & white) printing.
- Continue to partner with UNICOR and U.S. Postal Service Blue Earth for electronics recycling services.

Goal 10: Climate Change Resilience

USDA will continue to support activities that help its agencies adapt to and become positioned to meet the vulnerabilities, risks, challenges, and opportunities presented by climate change and variability.

In 2015 USDA issued a policy statement on Climate Change Adaptation that provides guidance on establishing and periodic revising USDA adaptation plans (DR 1070-001). The policy statement and USDA's Climate Change Adaptation Plan (CCAP) will assist USDA in identifying how climate change is likely to affect its ability to achieve mission, operations, policy, and program objectives. These documents are part of USDA's effort to implement sections of E.O. 13514, E.O. 13653, and E.O. 13677. These documents are consistent with the 2014-2018 USDA Strategic Plan and with guidance from the Council on Environmental Quality, the President's Climate Action Plan (PCAP), the Council on Climate Change Preparedness and Resilience, and the Federal Interagency Climate Change Adaptation Task Force. Through the adaptation and planning measures described in the DR, PCAP, and CCAP, USDA will:

- Identify how impacts of climate change are likely to affect its ability to achieve USDA mission, operations, and policy and program objectives
- Analyze Departmental vulnerabilities to climate change.
- Implement USDA Regional Hubs for Risk Adaptation and Mitigation to Climate Change

and foster cross-jurisdictional cooperation and partnerships.

- Consider potential climate change impacts when undertaking long-term planning, setting priorities for scientific research and investigations, and making decisions affecting agency resources, programs, and operations.
- Prioritize actions related to climate change adaptation.
- Develop and maintain an adaptation plan for managing the challenges and taking advantage of any opportunities afforded by climate change.
- Help state and local governments, tribes, and territories manage disaster risks and preparedness by building their capacity to monitor and assess hazards.
- Support international partnerships such as Global Research Alliance (GRA) and Global Alliance for Climate Smart Agriculture (GACSA) to improve climate resiliency in the developing world.

SECTION 4: PROGRESS ON ADMINISTRATION PRIORITIES

This section provides an overview of USDA's vision for FY 2015 and beyond regarding Administration priorities and initiatives regarding sustainable locations, sustainable landscaping, water efficiency, performance contracting, and climate change resilience.

Sustainable Locations for Federal Facilities of September 15, 2011

USDA is addressing this CEQ guidance by writing an Agricultural Property Management Regulation based upon Sustainable Locations for Federal Facilities. USDA is writing this regulation in collaboration with the GSA team writing a similar Federal Management Regulation for the entire executive branch.

Sustainable Practices for Designed Landscapes of October 31, 2011

USDA is following multiple Sustainable Practices for Designed Landscapes, by constructing or installing rain gardens, green roofs, trees/ tree boxes, bioswales, pocket wetlands, infiltration planters, permeable pavements, green streets, rainwater harvesting, and development initiatives that conserve large tracts of undeveloped natural lands. These projects and initiatives focus on sustainable landscaping; USDA has not yet written a specific policy on Designed Landscapes.

Federal Agency implementation of Water Efficiency and Management Provisions of Executive Order 13514 of July 10, 2013

USDA and its agencies executed a wide variety of new and ongoing water conserving practices during 2014, including installing water meters and low-flow water devices, and utilizing rain sensors and native plant species for landscaping. USDA employed techniques such as leak detection and historical data analysis throughout the Department. USDA and its agencies continued to operate its Sustainable Landscape Partnership within the National Capital Region;

and executed a wide variety of new and ongoing water conserving practices at its facilities across the country.

In FY 2014, USDA's conservation efforts have reduced potable water use by 17.9 compared to the FY 2007 baseline; and have reduced ILA water use by 70 percent compared to the FY 2010 baseline.

President's Performance Contracting Challenge

In response to the President's Memorandum on Energy Performance-based Projects (December 2011), USDA committed to awarding $5 million in performance-based contracts by the end of 2013. USDA exceeded its commitment by awarding $20.2 million in performance-based contracts in FY 2013 and $7.7 million in FY 2014. As part of the President's Performance Contracting Challenge (PPCC), USDA has committed to awarding an additional $12 million in performance-based contracts by the end of 2016. As a follow-through to its commitment, USDA provides monthly PPCC project updates to OMB and CEQ via the OMB MAX Collect online tool.

Modernizing Federal Programs to Support Climate Resilient Investment

In accordance with guidance from the Council on Climate Change Preparedness and Resilience, and guidance from the Council on Environmental Quality (CEQ), Executive Order (E.O.) 13653, *Preparing the US for the Impacts of Climate Change*, and where applicable E.O. 13677, *Climate-Resilient International Development*, USDA agencies provide updates on progress made on their Adaptation Plans. USDA agencies have identified programs and policies (including grants, loans, or other technical assistance) in their appended Action Tables that have been updated to incentivize planning for and addressing the impacts of climate change. For example, the Department level appendix includes standing up the USDA Regional Climate Hubs that provide regional and localized technical assistance and tools for risk assessment, resilience and hazards risks, updated sustained assessment products such as the upcoming report *Climate Change, Global Food Security, and the U.S. Food System*, and active involvement in the Global Research Alliance (GRA) and the Global Alliance for Climate Smart Agriculture (GACSA) to address climate resiliency for international development.

Table 1: Agency Size & Scope

Agency Size and Scope	FY 2013	FY 2014
Total Acres of Land Managed	193,139,814	193,139,814
Total Number of Employees as Reported in the President's Budget	100,000	99,500
Total Number of Buildings Owned	21,063	20,907
Total Number of Buildings Leased (GSA and Non-GSA Lease)	4,343	4,294
Total Building Gross Square Feet (GSF)	71,895,505	69,100,715
Operates in Number of Locations Throughout U.S.	25,159	22,984
Operates in Number of Locations Outside of U.S.	121*	100
Total Number of Fleet Vehicles Owned	33,874	33,695
Total Number of Fleet Vehicles Leased	6,496	6,456
Total Number of Exempted-Fleet Vehicles (Tactical, Law Enforcement, Emergency, Etc.)	2,370	4,517
Total Amount Contracts Awarded as Reported in FPDS ($Millions)	5,145	5,343
*USDA's reported overseas locations appears to have grown in number, as facilities owned by other nations were previously not tracked and, therefore, omitted. The USDA corporate database is under revision to capture all of the overseas projects in the corporate data and include facilities owned by other governments.		

Goal 1: Greenhouse Gas (GHG) Reduction

Figure 1-1

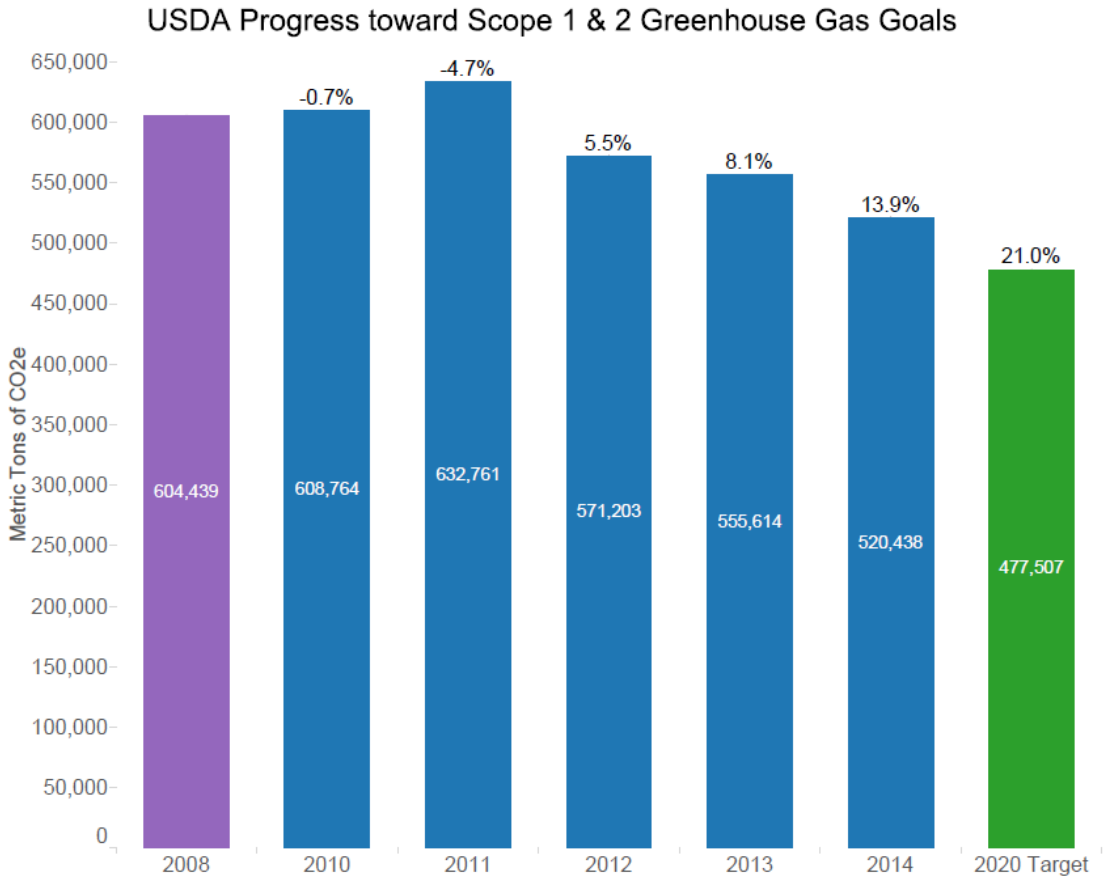
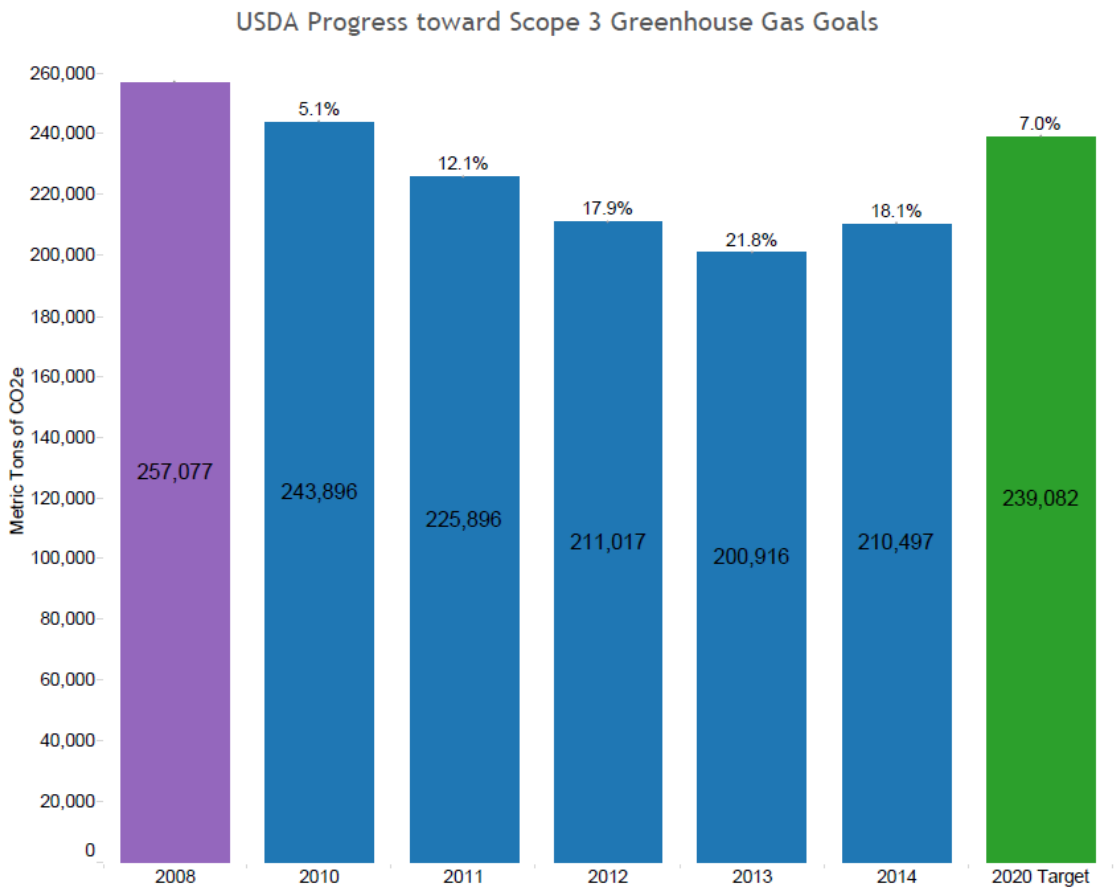
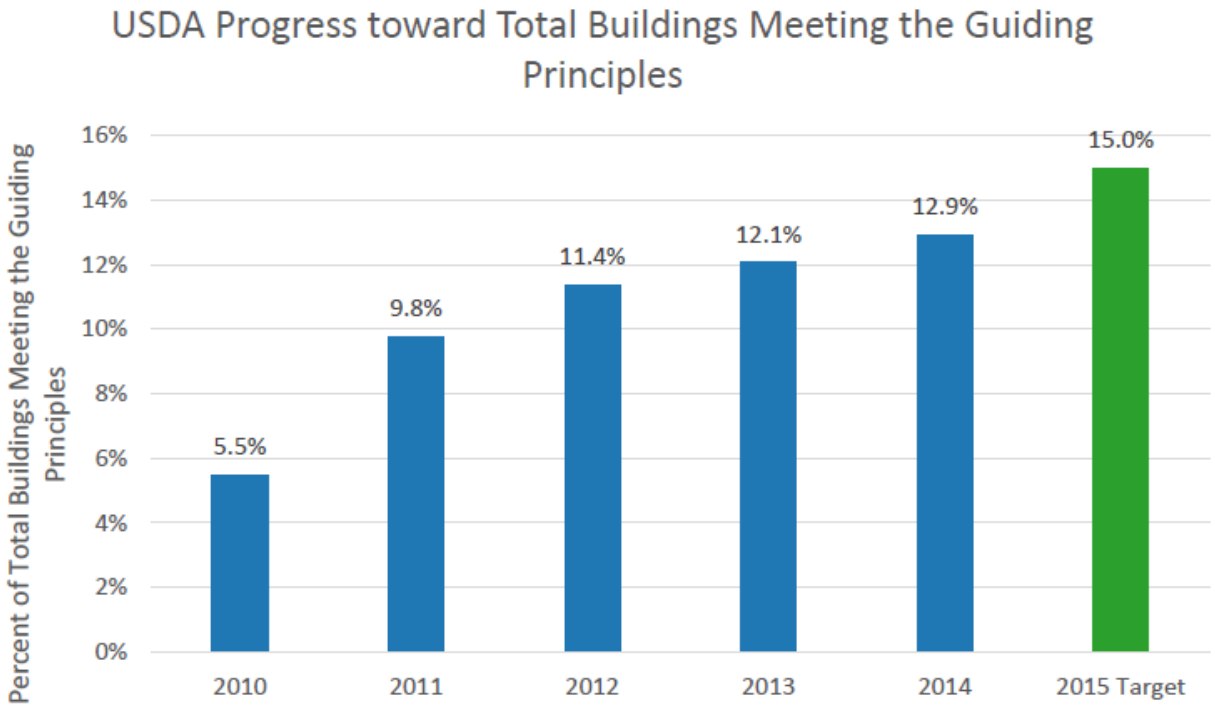


Figure 1-2


USDA Progress toward Scope 3 Greenhouse Gas Goals
Metric Tons of CO2e
260,000
240,000
220,000
200,000
180,000
160,000
140,000
120,000
100,000
80,000
60,000
40,000
20,000
0
257,077
5.1%
243,896
12.1%
225,896
17.9%
211,017
21.8%
200,916
18.1%
210,497
7.0%
239,082
2008
2010
2011
2012
2013
2014
2020 Target

Goal 2: Sustainable Buildings

Figure 2-1

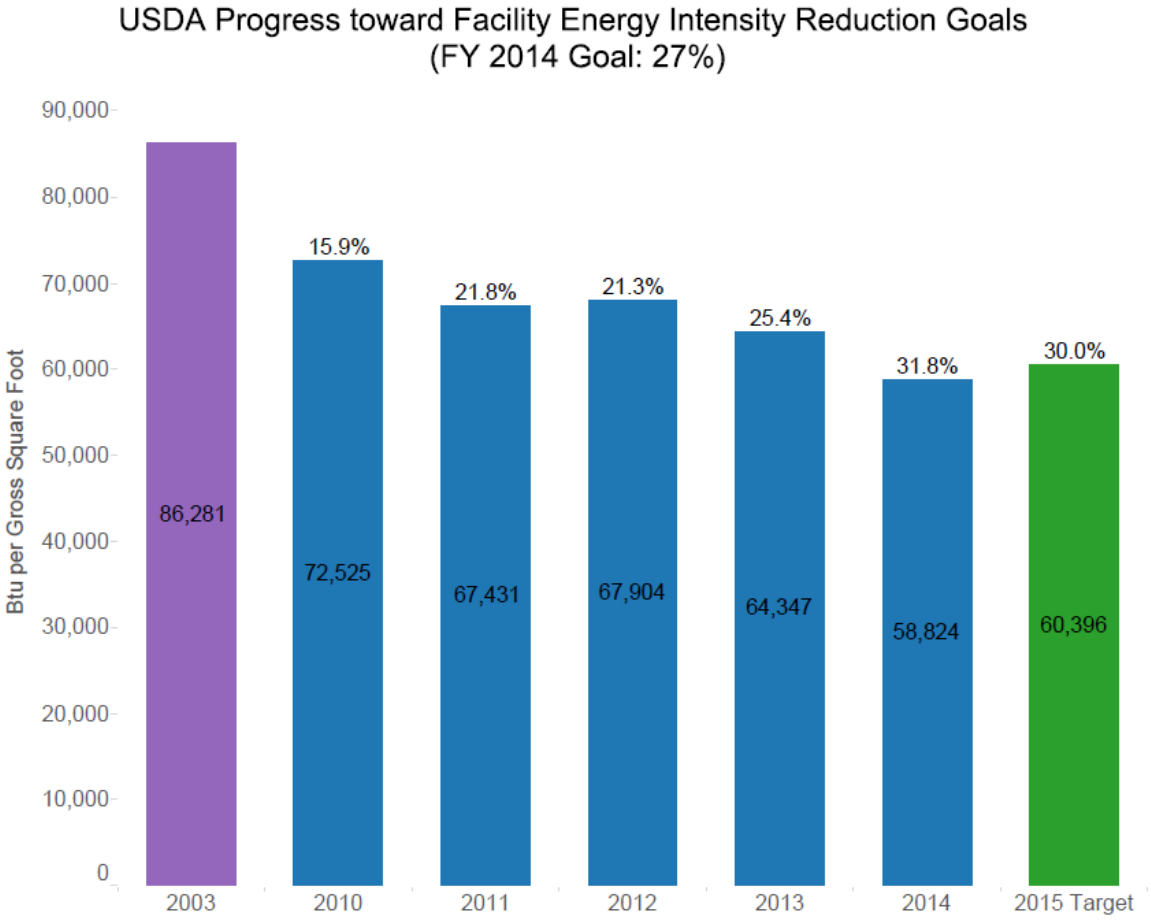


Agency Progress toward Total Buildings Meeting the Guiding Principles

The USDA is making progress in sustainable building actions in FY 2015. The Environmental Management Division (EMD), on behalf of USDA agencies, continues to assess building sustainability in response to Executive Branch goals. Diverse agency missions and an extensive geographic presence are challenges in assessing and rating the USDA building portfolio. USDA continues to meet these challenges, and to carry out strategies to achieve Federal sustainable buildings goals. USDA measures 12.9 percent sustainable buildings at the end of FY 2014. Over 80 percent of the 2,184 USDA buildings larger than 5,000 GSF are assessed for sustainability.

USDA offices use a staff-developed sustainable building assessment system to evaluate all sustainable existing buildings over 5,000 GSF in size. The system includes evaluation criteria and technical guidance. Using the metric derived from the assessment system, USDA reports annually on sustainable building performance. ARS, Departmental Management's Office of Operations, FS, APHIS, and NRCS, as well as FSA, GIPSA, and Rural Development all follow the guidance and develop agency-specific strategies and design standards.

Figure 2-2



Goal 3: Fleet Management

Agency Progress toward Fleet Petroleum Use Reduction Goal

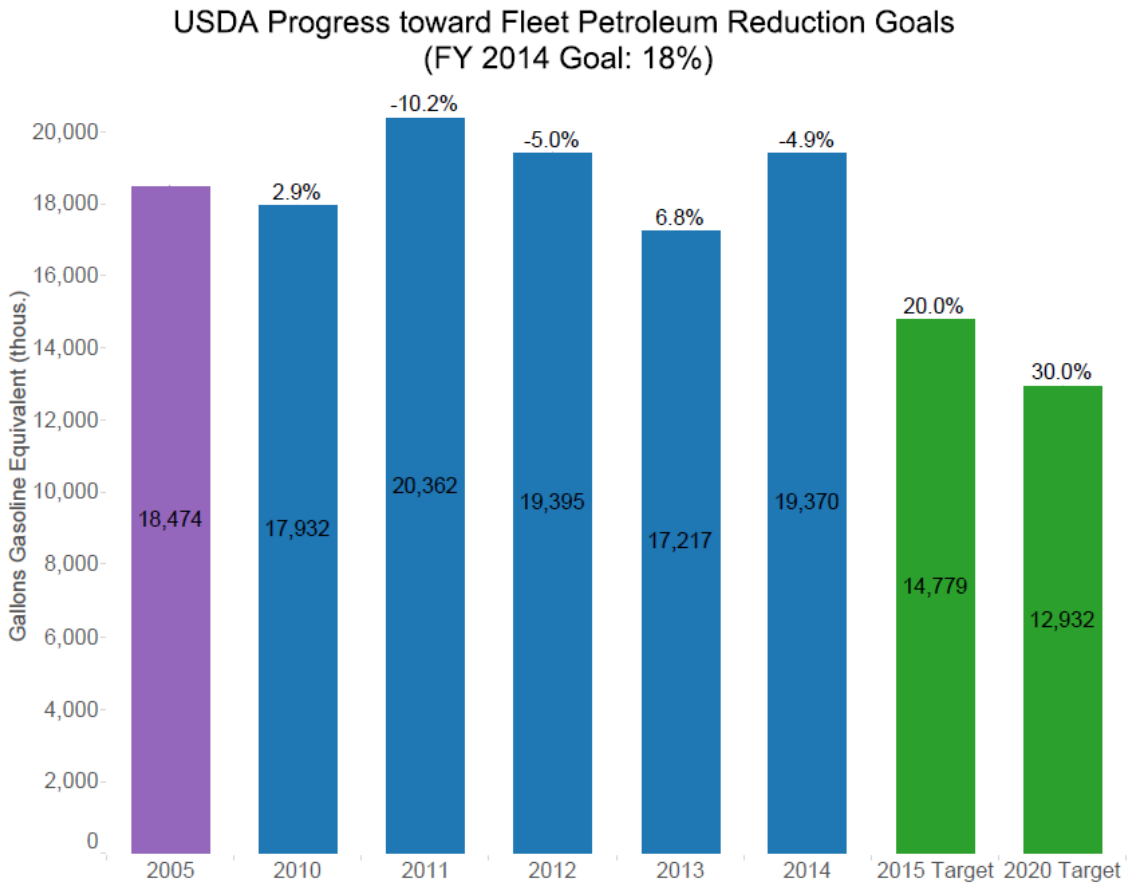
USDA has not reached its covered petroleum fuel consumption targets based on the agency's FY 2005 baseline. The primary reasons for not reaching the overall 18 percent reduction target by 2014 are due to significant fluctuations in the number of miles traveled and increased inventory size as a result of compliance to the American Recovery and Reinvestment Act of 2009.

However, in fiscal year 2014, USDA invested in a new fleet charge card program that is better able to track fuel type usage down to the individual asset. This data has been integrated into the

FedFMS and FleetDash to improve data accuracy; methods to track utilization; and reporting for both USDA owned and leased vehicles.

In fiscal year 2015, USDA has contracted services, as part of its Strategic Sourcing Initiative, to assist with performing a standardized Vehicle Allocation Methodology (VAM). The VAM will target underutilized vehicles, as well as opportunities on where its agencies can increase alternative fuel use.

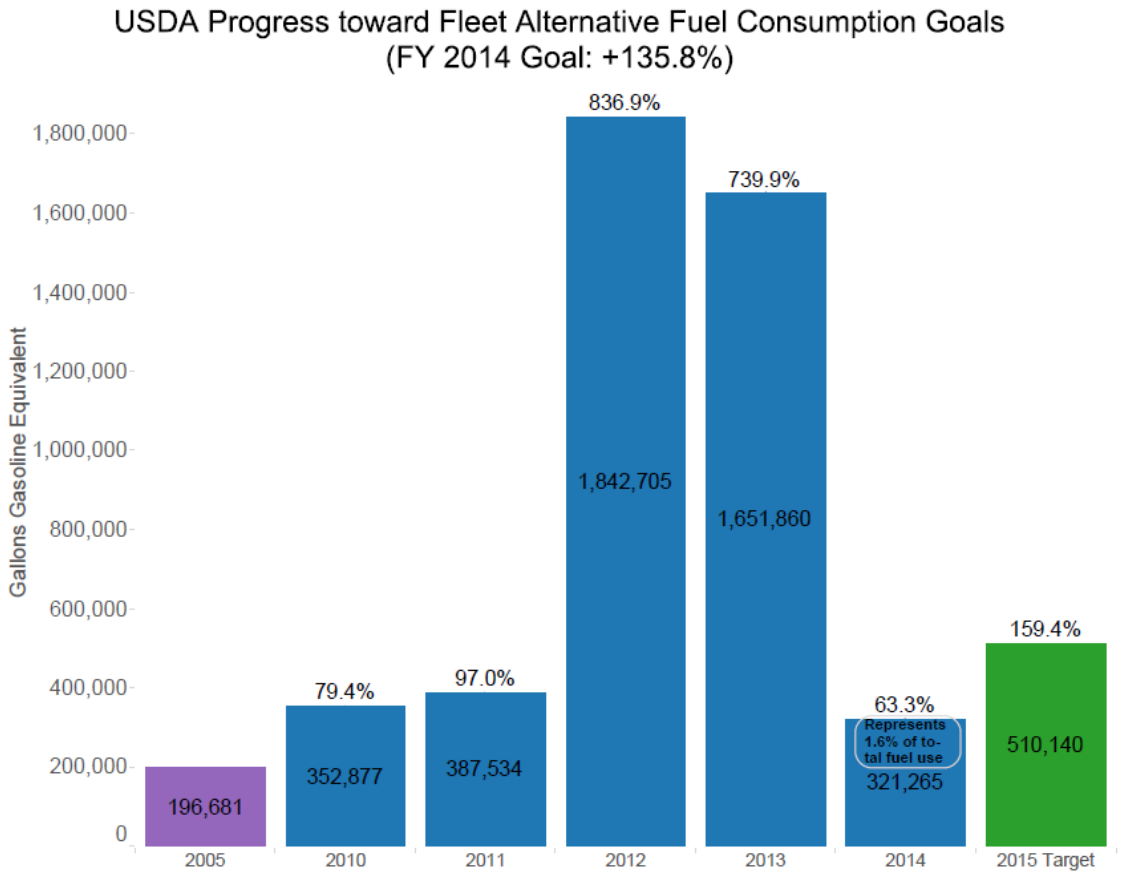
Figure 3-1



Agency Progress toward Fleet Alternative Fuel Consumption Goal

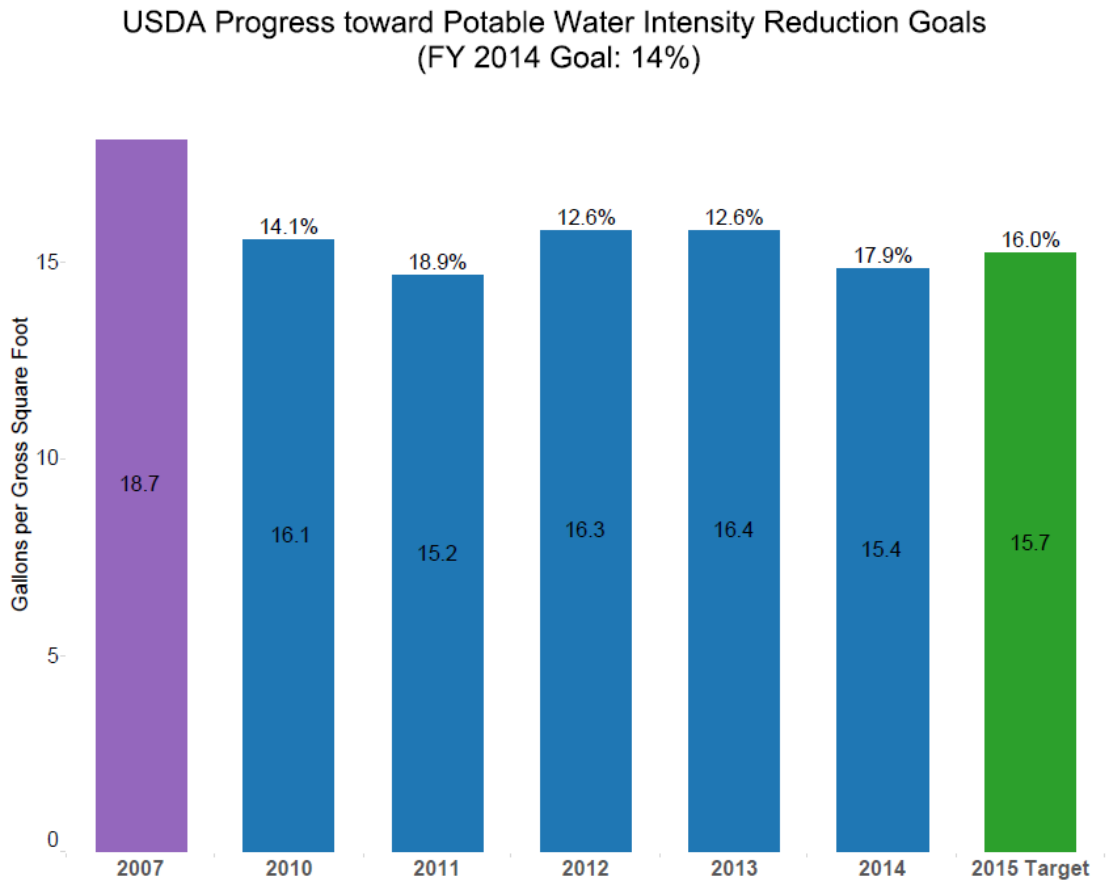
USDA is working towards meeting the 159.4 percent alternative fuel use target by 2015. The agency's covered alternative fuel use has steadily climbed since the 2005 baseline. In fiscal year 2013 and 2014, USDA promoted the replacement of conventional petroleum based vehicles with alternative dual fueled and low GHG compliant vehicles by fully participating in GSA Leased Program hybrid programs. As a result of these efforts and more, the inventory has increased from 3,328 to 15,162 alternative fueled vehicles between the 2005 baseline and fiscal year 2014.

Figure 3-2


USDA Progress toward Fleet Alternative Fuel Consumption Goals
(FY 2014 Goal: +135.8%)
Gallons Gasoline Equivalent
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
196,681
79.4%
352,877
97.0%
387,534
836.9%
1,842,705
739.9%
1,651,860
63.3%
Represents 1.6% of total fuel use
321,265
159.4%
510,140
2005
2010
2011
2012
2013
2014
2015 Target

Goal 4: Water Use Efficiency & Management

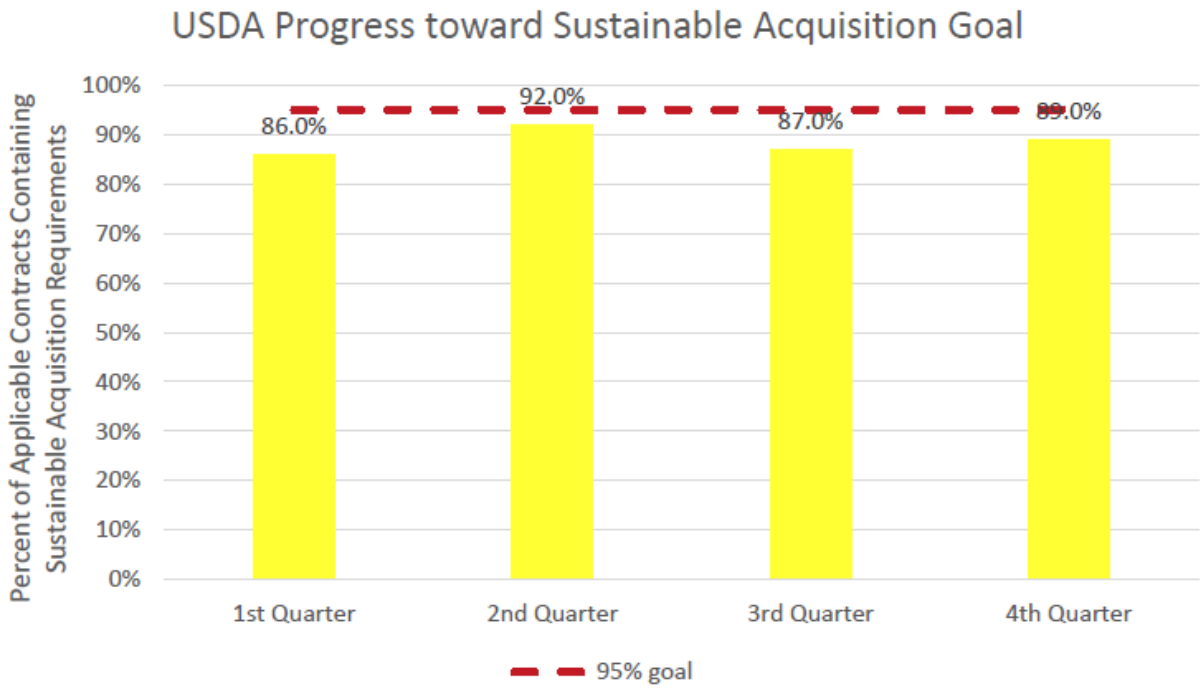
Figure 4-1



Goal 5: Pollution Prevention & Waste Reduction

Goal 6: Sustainable Acquisition

Figure 6-1



Goal 7: Electronic Stewardship & Data Centers

Figure 7-1

EPEAT	POWER MANAGEMENT	END-OF-LIFE	COMMENTS
			

EPEAT:

	95% or more Monitors and PCs/Laptops purchased in FY2013 was EPEAT Compliant Agency-wide
	85-94% or more Monitors and PCs/Laptops purchased in FY2013 was EPEAT Compliant Agency-wide
	84% or less Monitors and PCs/Laptops purchased in FY2013 was EPEAT Compliant Agency-wide

Power Management:

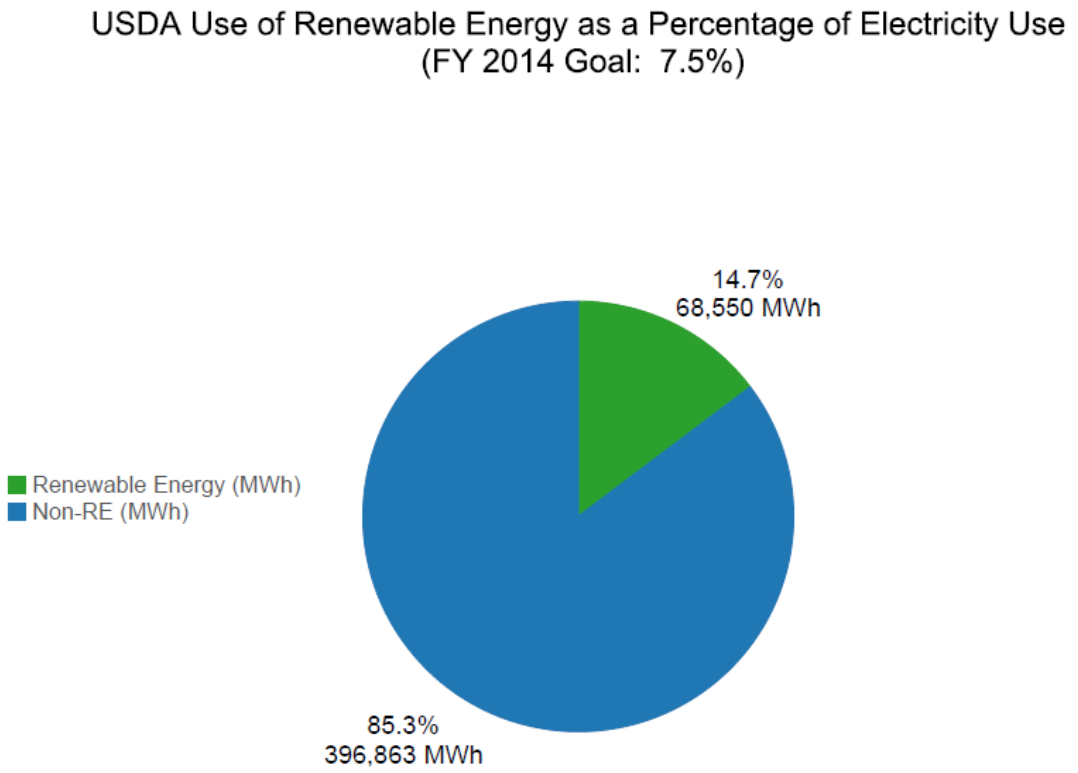
	100% Power Management Enabled Computers, Laptops and Monitors Agency-wide
	90-99% Power Management Enabled Computers, Laptops and Monitors Agency-wide
	89% or less Power Management Enabled Computers, Laptops and Monitors Agency-wide

End-Of-Life:

	100% of electronics tracked at end-of life, demonstrating 100% disposal through GSA Xcess, CFL, Unicor, USPS Recycling Program or Certified Recycler (R2, E-Stewards). *Submitted annual report to GSA for Federal Electronics Assets furnished to non-Federal recipients.*
	100% of electronics tracked at end-of life, demonstrating 100% disposal through GSA Xcess, CFL, Unicor, USPS Recycling Program and/or non-Certified Recycler. Submitted annual report to GSA for Federal Electronics Assets furnished to non-Federal recipients.
	100% of electronics not tracked at end-of-life or less than 100% disposal through GSA Xcess, CFL, Unicor, USPS Recycling Program or non-Certified Recycler. *No annual report submitted to GSA for Federal Electronics Assets furnished to non-Federal recipients.*

Goal 8: Renewable Energy

Figure 8-1

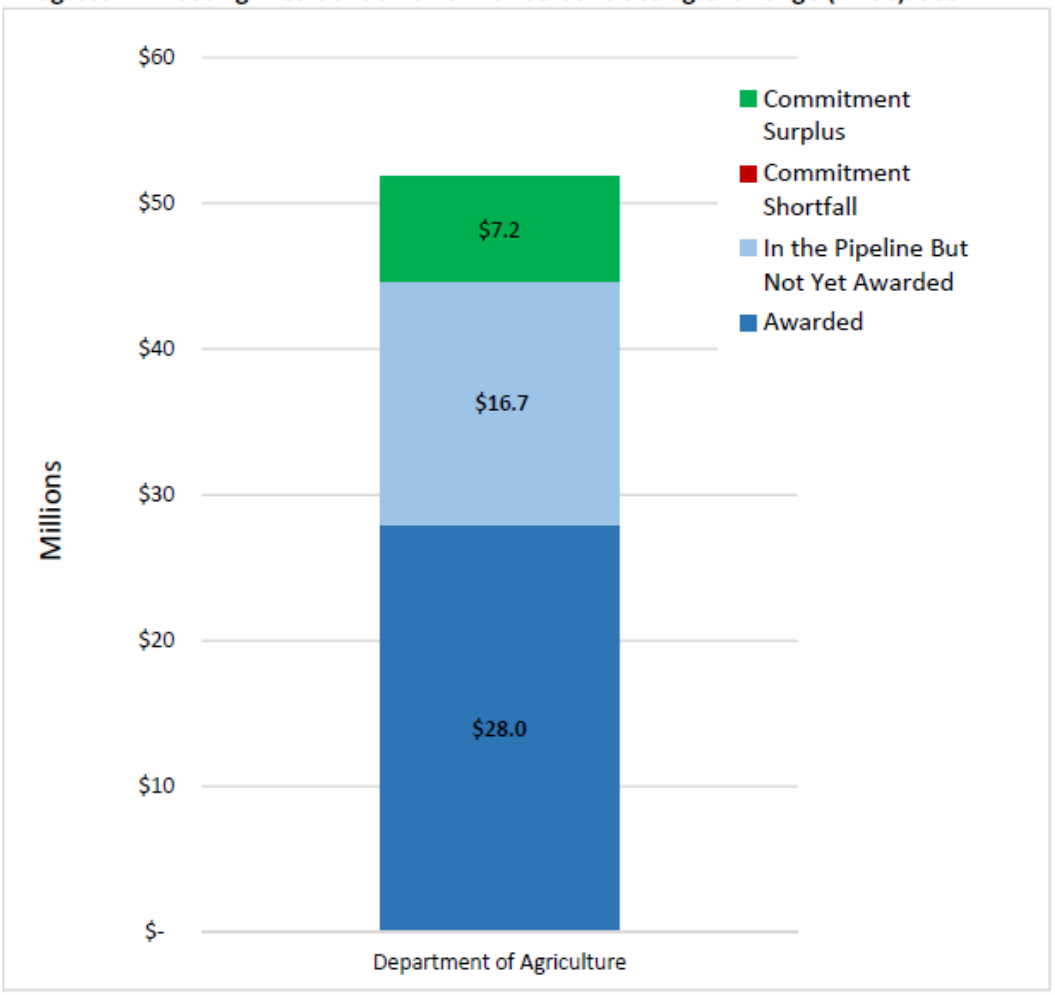


Goal 9: Climate Change Resilience

Goal 10: Energy Performance Contracts

Figure 10-1

Figure 10-1: Department of Agriculture
Progress in Meeting President's Performance Contracting Challenge (PPCC) Goal



Strategies - Goal 1: Greenhouse Gas (GHG) Reduction

Table 1-1: Scope 1 & 2 GHG Reductions

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Required Strategies under E.O. 13693			
Use the FEMP GHG emission report to identify/target high emission categories and implement specific actions to resolve high emission areas identified.	Yes	Analyze USDA's 2014 GHG Emissions report to identify high emission sources and implement Green Team-recommended actions to mitigate emissions from those sources.	(1) By July 31, 2015 - Identify high emission categories within USDA; (2) By August 31, 2015 - Establish green teams to study/research high emission categories; (3) By February 28, 2016 - Develop recommendations for resolving high emission areas; (4) By June 30, 2016 - Implement recommended actions to resolve high emission areas.
Identify alternative sources of data or alternative methods of analysis not set forth in E.O. 13693, but with the potential to support its goals.	Yes	USDA will promote the procurement of agricultural carbon offsets.	PENDING APPROVAL FROM CEQ: (1) By September 30, 2015 – develop specifications for procuring agricultural carbon-offsets (Ag-Offsets); (2) By September 30, 2016 - purchase Ag-Offsets equivalent to two percent of USDA's total FY 2016 Scope 1 & 2 greenhouse gas emissions inventory.
Identify and support management practices or training programs that encourage employee sustainability and greenhouse gas consideration.	Yes	Continue development of greenhouse gas and sustainability training and awareness for all facility and energy managers. Increase the percentage of facility and energy managers trained. Establish a method to facilitate tracking training	(1) By 12/31/2015, further develop GHG and sustainability training content and a departmental tracking system, in collaboration with USDA agency facility and energy managers; (2) By 6/30/2016, USDA agencies verify level of completion for GHG and sustainability training to OPPM.

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
		completion.	
Conceptualize the goals of E.O. 13693 within a projected cost-benefit framework to identify low-hanging fruit.	Yes	Quantify life-cycle cost-benefit analyses of E.O. 13693 goals, and prioritize results based pre-defined performance metrics (e.g., savings-to-investment ratio, simple payback period, etc.).	(1) By August 31, 2015 - Establish green team(s) to review EO 13693 goals; (2) By February 29, 2016 - Develop performance metrics for each goal; (3) by June 30, 2016 - quantify life-cycle cost-benefit analysis for each goal; (4) By August 31, 2016 -Prioritize results.
Isolate successful measures applied toward the goals of E.O. 13514 that could be expanded to meet the goals of E.O. 13693.	No	Due to the multi-collinear effect and synergistic nature of the measures employed by USDA towards the goals of E.O. 13514, it is challenging to quantify the success of an isolated measures with a high degree of accuracy.	
Determine unsuccessful programs or measures to be discontinued to better allocate agency resources, human and otherwise.	No	No unsuccessful programs or measures were identified.	
Determine which goals set forth in E.O. 13693 represent unambitious targets given past agency performance, identify by how much they could be exceeded, and establish new within-agency target	No	No goals in EO 13693 were identified as unambitious targets as compared to USDA's past performance.	

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Employ operations and management best practices for energy consuming and emission generating equipment.	Yes	Employ Operations and Maintenance Best Practices guidelines that include parameters for operational efficiency and control of equipment at USDA facilities.	(1) By August 31, 2015 - Establish green team to review existing O&M practices and guidelines. (2) By March 31, 2016 - Update guidelines as needed.

Table 1-2: Scope 3 GHG Reductions

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 Word Limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Required Strategy Under E.O. 13693			
Reduce employee business ground travel.	Yes	Reduce employee business ground travel by promoting and increasing the use of teleconferencing and Webinars for meetings, conferences, seminars and training.	Reduce employee ground business travel by 12 percent by September 30, 2016 compared to FY 2008 levels.
Reduce employee business air travel.	Yes	Reduce employee business air travel by promoting and increasing the use of teleconferencing and Webinars for meetings, conferences, seminars and training.	Reduce employee air business travel by 12 percent by September 30, 2016 compared to FY 2008 levels.
Develop and deploy	Yes	Develop and deploy	Develop employee

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 Word Limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
employee commuter reduction plan.		employee commuter reduction plan.	commuter reduction plan by March 31, 2016.
Use employee commuting survey to identify opportunities and strategies for reducing commuter emissions.	Yes	Conduct annual Web-based employee commuting surveys to provide information about commuting patterns and to estimate greenhouse gas (GHG) emissions associated with employee commuting.	Reduce GHG emissions associated with employee commuting by 12 percent by September 30, 2016 compared to FY 2008 levels.
Increase number of employees eligible for telework and/or the total number of days teleworked.	Yes	Continue to promote and increase telework and alternative work schedules.	Increase the number of employees participating in telework and alternative work schedules by 12 percent by September 30, 2016 compared to FY 2008 levels.
Develop and implement bicycle commuter program.	No	A significant portion of USDA employees work in rural areas where bicycle-commuting is not feasible.	
Provide bicycle commuting infrastructure.	No	A significant portion of USDA employees work in rural areas where bicycle-commuting is not feasible.	
Plan to begin FY 2016: Report scope 3 greenhouse gas emissions for leases over 10,000 E.O. 3(h)(v) rentable square feet.	No	If not specifically required in lease agreement, GHG data may not be readily available.	

Strategies - Goal 2: Sustainable Buildings

Building Efficiency, Performance, and Management

USDA strives to achieve a zero net energy, water, or waste state in 35 of its 2,184 existing buildings over 5,000 gross square feet in size, by FY 2025. This represents 1.37% of the USDA portfolio of existing buildings over 5,000 gross square feet. For all new construction and major renovations projects, going forward, USDA plans to analyze and state the potential for zero net energy, water, or waste.

USDA is considering strategies in leading the net-zero energy, water and waste initiatives. USDA looks at a potential collaboration of scientists, engineers, management experts, as well as business process and operations experts, to share knowledge resources and to innovate in the areas of energy efficiency, renewable energy, sustainable buildings, sustainable materials, green procurement, and natural resources conservation and climate change adaptation.

2025 Target for Net Zero Energy, Waste, or Water Buildings

Percentage Target
1

Table 2-1: Sustainable Buildings

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Required Strategy Under E.O. 13693			
Use remote building energy performance assessment auditing technology 3(a)(A)	No	It is projected that such technology and related training will not be employed at USDA within the next 12 months.	
Participate in demand management programs	No	USDA will research and review demand	

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
3(a)(B)		management programs available to facilities; there is a high degree of potential for program participation in FY 2017 and beyond.	
Ensure that monthly performance data is entered into the Environmental Protection Agency (EPA) ENERGY STAR Portfolio Manager 3(a)(C)	Yes	USDA enters monthly project performance data into Energy Star Portfolio Manager.	By September 30, 2015 and every month thereafter, USDA enters project performance data into EPA Portfolio Manager.
Where feasible: Incorporate Green Button data access system into reporting, data analytics, and automation processes 3(a)(D)	Yes	Where available, USDA will incorporate the Green Button data access system into reporting, data analytics, and automation processes.	USDA plans to achieve these milestones: (1) By September 30, 2015 - Establish green team to review Green Button standard and progam; (2) By February 29, 2016 - Identify utility companies and utility types (e.g., electricity, natural gas, water) that provide Green Button data to customers; (3) by September 30, 2016 - begin incorporating available Green Button data into reporting, data analytics, and automation processes.
Implement space utilization and optimization practices and policies 3(a)(E)	Yes	USDA's Property Management team is leading the work of this strategy, with the recently formed Real Property	USDA OPPM continues to work with USDA agencies in FY 2015, especially through its Real Property Center of

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
		Center of Expertise. In keeping with the OMB "Reduce the Footprint" initiative, USDA will continue to implement space utilization and optimization policies and practices.	Expertise, to focus on reducing the footprint and optimizing the real property profile. By September 30, 2015, USDA will establish a space utilization and optimization policy milestone.
Identify opportunities to transition test-bed technologies to achieve the goals of this section 3(a)(F)	No		
Where feasible: Conform to city energy performance benchmarking and reporting requirements 3(a)(G)	No	USDA will conduct research and review on city energy performance, benchmarking and reporting requirements - with high potential for conformance to benchmarking and reporting requirements in FY 2017 and beyond.	
Begin planning for FY 2020 requirement: Ensure all new construction of Federal buildings greater than 5,000 gross square feet that enters the planning process be designed to achieve energy net-zero and, where feasible, water or waste net-zero by FY 2030 3(h)(i)	Yes	USDA is forming a departmental net zero team, building on the current success of the Forest Service (FS) net zero team. USDA environmental managers, engineers, energy managers, and real property officers are collaborating to plan this initiative.	USDA plans, by September 30, 2015 to establish a department-wide net zero team to collaborate, set specific goals, and share information between agencies. Currently, the FS is pursuing multiple Net Zero Energy initiatives at its installations: the San Dimas California

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
			Technology and Development Center, and a Net Zero Energy study, at the Shoshone National Forest, including detailed facility energy consumption audits. USDA is striving towards both the 2020/ 2030 new construction goal, and plans, for FY 2019 and thereafter, to require Net Zero Energy analyses for all new construction and major renovation projects. For the 2025 existing building Net Zero Energy, Water, or Waste goals, USDA Natural Resources agencies identify 43 potential Net Zero Energy buildings.
In all new agency lease solicitations over 10,000 rentable square feet, include criteria for energy efficiency as a performance specification or source selection evaluation factor 3(h)(iv)	No		
In all new agency lease solicitations over 10,000 rentable square feet, include requirements for building lessor disclosure of carbon emission or energy	No		

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
consumption data for leased portion of building 3(h)(iv)			
In planning new facilities or leases, include cost-effective strategies to optimize sustainable space utilization and consideration of existing community transportation planning and infrastructure, including access to public transit 3(h)(vi)	Yes	USDA will continue to integrate sustainable site selection, optimal space utilization, and consideration of existing transportation infrastructure as required in the Sustainable Buildings and the Property Management policies, such as the Lease Policy Handbook.	USDA continues in 2015 to write a Sustainable Locations Agriculture Property Management Regulation (AgPMR), for sustainable site selection. USDA plans to collaborate with GSA as GSA edits the Property Management Regulations. By March 2016, USDA plans to complete a draft AgPMR on Sustainable Locations.
Ensure that all new construction, major renovation, repair, and alteration of agency buildings includes appropriate design and deployment of fleet charging infrastructure 3(h)(vii)	No		
Include climate resilient design and management into the operation, repair, and renovation of existing agency buildings and the design of new buildings 3(h)(viii)	No		
Recommended Strategy			
Install and monitor	No		

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
energy meters and sub-meters as soon as practicable.			
Collect and utilize building and facility energy use data to improve building energy management and performance.	No		
Incorporate green building specifications into all new construction and major renovation projects.	No	All new building construction and major renovation projects are managed by integrated design teams. These teams integrate commissioning into design, construction, and operations phases. Indoor environmental quality specifications are included in the design of all new building construction. A new construction contract includes abatement of all hazardous substances, while giving preference to reused and recycled materials. a practice and an initiative for all USDA agencies to use domestically harvested wood products as the green building material.	
Redesign or lease interior space to reduce energy use by	No	See response to green building specifications strategy: Design teams	

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
implementing daylighting, space optimization, sensors/control system installation, etc.		integrate commissioning into design, construction, and operations phases. Indoor environmental quality specifications are included in the design of all new building construction.	
Develop and deploy energy and sustainability training for all facility and energy managers.	No		
Include in every construction contract all applicable sustainable acquisition requirements for recycled, biobased, energy efficient, and environmentally preferable products.	No		

Table 2-2: Data Center Efficiency

(A)Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Required Strategy under E.O. 13693			
Ensure the agency chief information officer promotes data center energy	Yes	At the direction of the USDA CIO, USDA staff will work to comply with all core data center Key Performance Indicators	By 2015, USDA will assess all core data centers; by FY 2016 all core data centers

(A)Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
optimization, efficiency, and performance 3(a)(ii)(A)		(KPI) to evaluate each core data center's energy, real estate, IT, and labor efficiency levels.	will comply with KPIs.
Install and monitor advanced energy meters in all data centers by fiscal year 2018 3(a)(ii)(B)	Yes	All core date centers have advanced meters, as do most data centers not slated to close.	Install advanced meters in all remaining data centers by the end of FY16.
Recommended Strategy			
Optimize agency Data Centers across total cost of ownership metrics.	Yes	Through combined departmental and agency efforts, USDA will close the majority of its 2,200 data centers. To help accomplish this goal, USDA will continue to offer flexible and cost effective cloud services as an alternative to "server rooms". USDA will work to ensure data center inventory accuracy and pursue actual related cost savings and avoidances.	Close 75% of USDA data centers by the end of FY16.
Improve data center temperature and air-flow management.	No		
Identify and consolidate obsolete and underutilized agency computer servers into energy efficient data centers.	No		

Strategies - Goal 3: Clean and Renewable Energy

Table 3: Clean & Renewable Energy

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Required Strategy under E.O. 13693			
DoD only: Include in DoD accounting, fulfillment of the requirements of DoD goals under section 2852 of the National Defense Authorization Act of 2007 3(e)(vi)			
Recommended Strategy			
Install agency-funded renewable on-site and retain corresponding renewable energy certificates (RECs) or obtaining replacement RECs 3(d)(i)	Yes	Continue to transition from traditional sources of electricity generation by increasing the number of onsite renewable energy systems at USDA facilities.	By December 31, 2016 – Install at least 2 new renewable energy systems at USDA facilities and retain corresponding RECs or obtain replacement RECs.
Contract for the purchase of energy that includes installation of renewable energy on or off-site and retain RECs or replacement RECs for the term of the contract 3(d)(ii)	Yes	Continue to transition from traditional sources of electricity generation by increasing the use of Power Purchase Agreements (PPAs).	(1) By September 30, 2016 - Enter into at least 3 new PPAs which allow for USDA to retain RECs or replacement RECs for term of PPAs.
Purchase electricity and corresponding RECs or obtaining equal value replacement RECs 3(d)(iii)	Yes	Continue to transition from traditional sources of electricity	1) By September 30, 2015 - Purchase green power and corresponding RECs equivalent to 5 percent of

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
		generation by increasing purchases of green power.	USDA's total FY 2015 electricity use; (2) By September 30, 2016 - Purchase green power and corresponding RECs equivalent to 7.5 percent of USDA's total FY 2016 electricity use.
Purchase RECs 3(d)(iv)	Yes	Continue to transition from traditional sources of electricity generation by increasing purchases of RECs.	(1) By September 30, 2015 - Purchase RECs equivalent to 5 percent of USDA's total FY 2015 electricity use; (2) By September 30, 2016 - Purchase RECs equivalent to 7.5 percent of USDA's total FY 2016 electricity use.
Install thermal renewable energy on-site at Federal facilities and retain corresponding renewable attributes or obtain equal value replacement RECs 3(e)(i)	Yes	Continue to transition from traditional sources of energy generation by increasing the number of onsite thermal renewable energy systems at USDA facilities.	By December 31, 2016 – Install at least 2 new thermal renewable energy systems at USDA facilities and retain corresponding renewable attributes or obtain equal value replacement RECs.
Install combined heat and power processes on-site at Federal facilities 3(e)(ii)	No		
Identify opportunities to install fuel cell energy systems on-site at Federal facilities 3(e)(iii)	No		
Identify opportunities to utilize energy from small modular nuclear reactor technologies 3(e)(iv)	No		

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Identify opportunities to utilize energy from small modular nuclear reactor technologies 3(e)(iv) Identify opportunities to utilize energy from a new project that includes the active capture and storage of carbon dioxide emissions associated with energy generation 3(e)(v)	No		
Implement other alternative energy approaches that advance the policy set forth in section 1 and achieve the goals of section 2 of E.O. 13693 3(e)(vii)	No		
Consider opportunities to install or contract for energy installed on current or formerly contaminated lands, landfills, and mine sites.	No		

Strategies - Goal 4: Water Use Efficiency

Table 4: Water Use Efficiency & Management

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Required Strategy under E.O. 13693			
Install appropriate green infrastructure features to help with storm- and wastewater management (such as rain gardens, rain barrels, green roofs, or impervious pavement) 3(f)(iv)	Yes	USDA green infrastructure (GI) practices, with all agencies and especially in the Natural Resources Conservation mission area, are to measure GI accomplishments, and to recognize them in reporting to the Office of the Federal Environmental Executive, and, for specific facilities, in measuring Sustainable Buildings successes. USDA's Sustainable Buildings policies include GI criteria.	USDA plans to measure progress every six months towards installing appropriate GI features at all facilities with GI potential. By 01/30/2016, and every six months thereafter, USDA will survey all existing and potential GI projects, and report internally on progress. USDA agencies are recognized for constructing a variety of GI projects nationwide, with multiple environmental and economic benefits. These projects range in application from green roofs to cisterns, rain gardens, and native plants and, where location demands, drought-tolerant plants, as well as USDA People's Gardens.
Install and monitor water meters; collect and utilize	Yes	Update USDA's Utility Metering Guidance and	By November 30, 2015 - Update USDA's

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
building and facility water data for conservation and management 3(f)(ii)		Metering Plan to include implementation guidelines and actions for data collection and utilization.	Utility Metering Guidance and Metering Plan.
Recommended Strategy			
Install high efficiency technologies (e.g., WaterSense).	Yes	Implement lifecycle cost effective water conservation measures (WCM's) from EISA 432 covered facilities evaluations, including purchasing and installing water efficient technologies (e.g., Waterwise, low-flow water fixtures and aeration devices).	(1) By June 30, 2015 - Conduct water evaluations on 25 percent of covered facilities and upload data into EISA 432 Compliance Tracking System; (2) By October 31, 2015 - Identify all lifecycle cost effective WCMs; (3) By June 30, 2016 - Implement priority lifecycle cost effective WCMs.
Prepare and implement a water asset management plan to maintain desired level of service at lowest life cycle cost (for best practices from the EPA, go to http://go.usa.gov/KvbF).	No		
Minimize outdoor water use and use alternative water sources as much as possible.	Yes	Continue to operate USDA's Sustainable Landscape Partnership (SLP) within the National Capital Region (NCR), as well as, expand to regions outside NCR.	By June 30, 2016 - Implement SLP at 4 regions outside NCR.

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Design and deploy water closed-loop, capture, recharge, and/or reclamation systems.	No		
Install advanced meters to measure and monitor (1) potable and (2) industrial, landscaping and agricultural (ILA) water use.	Yes	Update USDA's Utility Metering Guidance and Metering Plan to include implementation guidelines and actions for advanced metering of potable and ILA water use.	By November 30, 2015 - Update USDA's Utility Metering Guidance and Advanced Metering Plan.
Develop and implement programs to educate employees about methods to minimize water use.	No		
Assess the interconnections and dependencies of energy and water on agency operations, particularly climate change's effects on water which may impact energy use.	No		
Consistent with State law, maximize use of grey-water and water reuse systems that reduce potable and ILA water consumption.	No		
Consistent with State law, identify opportunities for aquifer storage and recovery to ensure consistent water supply availability.	No		
Ensure that planned energy efficiency improvements	No		

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
consider associated opportunities for water conservation.			
Where appropriate, identify and implement regional and local drought management and preparedness strategies that reduce agency water consumption including recommendations developed by Regional Federal Executive Boards.	No		

Strategies - Goal 5: Fleet Management

Table 5: Fleet Management

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Required Strategy under E.O. 13693			
Collect and utilize agency fleet operational data through deployment of vehicle telematics – as soon as is practicable, but not later than two years after date of order 3(g)(iii)	Yes	USDA will need to assess which vehicle should qualify for telematics deployment. Telematics could require a large investment on behalf of the agency, including	-Complete agency wide VAM to streamline and right size USDA inventory -Complete assessment of which USDA assets are prime for telematics; and begin

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
		funding for new equipment and service fees, data integration with current fleet systems and the future USDA wide asset management system. Therefore, USDA will need to further assess deployment and looks to the GSA Schedule for cost effective opportunities to acquire telematics across the Federal government.	development on deployment strategy - Research potential vendors, such current Wright Express Fleet Charge Card provider for telematics capabilities.
Ensure that agency annual asset-level fleet data is properly and accurately accounted for in a formal Fleet Management System as well as submitted to the Federal Automotive Statistical Tool reporting database, the Federal Motor Vehicle Registration System, and the Fleet Sustainability Dashboard (FLEETDASH) system 3(g)(iv)	Yes	USDA worked closely with GSA and the DOE National Renewable Energy Lab to implement FedFMS and FleetDASH in FY14 and FY15. USDA was the pilot for integrating fleet card data for owned and leased vehicles into both systems. Successful implementation has enabled USDA to automate more accurate data collection for FAST reporting. In addition, USDA has utilized a VIN decoder method to help ensure more accurate inventory/asset data in FMVRS, etc.	Complete data cleanse of FMVRS
Plan for agency fleet composition such that	Yes	USDA fleet management will continue to promote	Incorporate assessment of vehicle assets by class

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
20% of passenger vehicle acquisitions are zero emission or plug-in hybrid vehicles by 2020, and 50% by 2025. Vehicles acquired in other vehicle classes count double toward this target 3(g)(v)		a "greener" inventory with plug-in hybrid passenger vehicles when approving annual acquisitions.	that will meet the requirements as part of FY16 VAM and fleet management planning
Plan for appropriate charging or refueling infrastructure for zero emission or plug-in hybrid vehicles and opportunities for ancillary services to support vehicle-to-grid technology 3(g)(vi)	No		Larger fleets are considering this initiative, but no strategy in development at departmental level for FY16
Recommended Strategy			
Optimize/Right-size the composition of the fleet (e.g., reduce vehicle size, eliminate underutilized vehicles, acquire and locate vehicles to match local fuel infrastructure).	Yes	Currently, USDA has contracted services to perform assessment of a right-sized composition of fleet that's most beneficial for its individual agency missions.	Incorporate assessment as integral part of VAM FY16 -Establish timeline for surplus or sharing of vehicles deemed underutilized.
Increase utilization of alternative fuel in dual-fuel vehicles.	Yes	USDA is just beginning to fully utilize FleetDash after a year of integrating it with its owned fleet data	AFVs not granted 701 waivers will be required to comply with the federal regulation
Use a Fleet Management Information System to track fuel consumption throughout the year for agency-owned, GSA-	Yes	FY14, USDA utilizes FedFMS and FleetDASH as its agency primary FMIS for tracking fuel consumption on owned,	Generate monthly agency fuel consumption reports, identifying alternative fueling by alternative fueled

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
leased, and commercially-leased vehicles.		GSA-leased and commercially-leased vehicles.	vehicles.
Increase GSA leased vehicles and decrease agency-owned fleet vehicles, when cost effective.	Yes	USDA contracted services as part of its bigger Strategic Sourcing Initiative to develop a Total Cost of Ownership (TCO) model. This model takes in account variable costs per agency to determine the most cost effective acquisition method(s), e.g., agency owned, GSA leased or POV.	Complete and implement working TCO model to be used as standard for USDA fleet acquisitions.
Implement vehicle idle mitigation technologies.	No		
Minimize the use of "law enforcement" vehicle exemption and implementing the GSA Bulletin FMR B-33, Motor Vehicle Management, Alternative Fuel Vehicle Guidance for Law Enforcement and Emergency Vehicle Fleets of November 15, 2011.	No		
Where State vehicle or fleet technology or fueling infrastructure policies are in place, conform with the minimum requirements of those policies.	No		

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Reduce miles traveled (e.g., share vehicles, improve routing with telematics, eliminate trips, improve scheduling, use shuttles, etc.).	No		

Strategies - Goal 6: Sustainable Acquisition

Sustainable Acquisition Goal - Biobased

FY 2016 Biobased Targets

Number of Contracts to be Awarded	Dollar Value of Products to be Delivered
160	200000

Table 6: Sustainable Acquisition

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 month
Required Strategy under E.O. 13693			
Meet statutory mandates that require purchase preference for recycled content products designated by EPA 3(i)(i)(A)	Yes	Review janitorial, renovation, and new construction contracts to ensure that specifications and	By the end of 2015, 95% of janitorial, renovation, and new construction contracts have language/clauses

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 month
		clauses require recycled content products.	that require recycled content products.
Meet statutory mandates that require purchase preference for energy and water efficient products and services, such as ENERGY STAR qualified and FEMP-designated products, identified by EPA and DOE 3(i)(i)(B)	Yes	Review renovation and new construction solicitations to ensure that specifications and clauses require ENERGY STAR-certified and FEMP-designated products.	By the end of 2015, 95% of renovation and new construction solicitations have language requiring ENERGY STAR and FEMP products.
Meet statutory mandates that require purchase preference for Biopreferred and biobased designated products designated by the USDA 3(i)(i)(C)	Yes	Review janitorial, renovation, new construction, and O&M solicitations to ensure that specifications and clauses require USDA-designated biobased products.	By the end of 2015, 100% of janitorial, renovation, new construction, and O&M solicitations have language requiring USDA-designated biobased products.
Purchase sustainable or products and services identified by EPA programs such as the ones outlined in 3(i)(ii)	No	USDA is awaiting further EPA guidance before pursuing this goal.	
Purchase Significant New Alternative Policy (SNAP) chemicals or other alternatives to ozone-depleting substances and high global warming potential hydrofluorocarbons, where feasible 3(i)(ii)(A)	No	USDA is already purchasing nearly 100% SNAP products for new and, where possible, legacy HVAC equipment.	
Purchase WaterSense certifie4d products and services (water efficient	No	USDA is purchasing WaterSense products for all new	

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 month
products) 3(i)(ii)(B)		construction and for major and minor renovations.	
Purchase Safer Choice labeled products (chemically intensive products that contain safer ingredients) 3(i)(ii)(C)	Yes	USDA will insert language into janitorial solicitations requiring Safer Choice-labeled products.	By the end of FY2016, 75% of janitorial solicitations will have language requiring Safer Choice-labeled products.
Purchase SmartWay Transport partners and Smartway products (fuel efficient products and services) 3(i)(ii)(D)	No	Fleet efficiency is a priority at USDA; however, we must become familiar with this program prior to rollout, which we expect in FY16.	
Purchase environmentally preferable products and services that meet or exceed specifications, standards, or labels recommended by EPA that have been determined to assist agencies in meeting their needs and further advance sustainable procurement goals of this order 3(i)(iii)(A)	No	USDA is awaiting further EPA guidance before pursuing this goal.	
Meet environmental performance criteria developed or adopted by voluntary consensus standards bodies consistent with section 12(d) of the National Technology Transfer and Advancement Act of 1995 3(i)(iii)(B)	No	USDA is awaiting further guidance from EPA and CEQ before pursuing this goal.	

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 month
Ensure contractors submit timely annual reports of their BioPreferred and biobased purchases 3(i)(iv)(B)	Yes	USDA will continue working with GSA to ensure that contractors have access to SAM for reporting USDA-designated biobased products. USDA will also work with contracting officers (CO) to ensure proper Sustainability entries in FPDS.	By FY2016, compared to FY2015, triple the amount of contractors will have access to reporting in SAM and double the amount of COs will correctly enter the Sustainability field in FPDS.
Reduce copier and printing paper use and acquiring uncoated printing and writing paper containing at least 30 percent postconsumer recycled content or higher as designated by future instruction under section 4(e) of E.O. 13693 3(i)(v)	No	In 100% of cases, USDA will purchase at least 50% recycled content copier paper that is process chlorine free.	
Recommended Strategy			
Update and deploy agency procurement policies and programs to ensure that federally- mandated designated sustainable products are included in all relevant procurements and services.	No		
Deploy corrective actions to address identified barriers to increasing sustainable procurements with special emphasis on biobased purchasing.	No		

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 month
Include biobased and other FAR sustainability clauses in all applicable construction and other relevant service contracts.	No		
Review and update agency specifications to include and encourage biobased and other designated green products to enable meeting sustainable acquisition goals.	No		
Use Federal Strategic Sourcing Initiatives, such as Blanket Purchase Agreements (BPAs) for office products and imaging equipment, which include sustainable acquisition requirements.	No		
Report on sustainability compliance in contractor performance reviews.	No		
Ensure that agency purchase-card holder policies direct the exclusive use of the GSA Green Procurement Compilation where desired products are listed in the Compilation.	No		
Employ environmentally sound disposal practices with respect to agency disposition of excess or surplus electronics.	No		

Strategies - Goal 7: Pollution Prevention & Waste Reduction

Table 7: Pollution Prevention & Waste Reduction

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Required Strategy under E.O. 13693			
Report in accordance with the requirements of sections 301 through 313 of the Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986 (42 U.S.C 11001-11023) 3(j)(i)	Yes	USDA will continue to report in accordance with EPCRA.	In FY16 USDA will send to all pollution control coordinators a link to the USDA Environmental Pollution Prevention, Control, and Abatement Manual that mandates EPCRA reporting.
Reduce or minimize the quantity of toxic and hazardous chemicals acquired, used, or disposed of, particularly where such reduction will assist the agency in pursuing agency greenhouse gas reduction targets established in section 2 of E.O. 13693 3(j)(iv)	Yes	USDA will acquire non-toxic alternatives as toxic or hazardous materials are phased out.	In FY2015 USDA will update Chemicals Inventory Plans for individual facilities, especially laboratories, in order to further reduce toxic and hazardous chemicals.
Recommended Strategy			
Eliminate, reduce, or recover refrigerants and other fugitive emissions.	Yes	USDA's policy is to ensure that all chlorofluorocarbons (CFC) recovery/recycling equipment is certified to EPA standards and venting prohibitions are maintained;	By FY2016 USDA will, (1) phase out all ODS and buy only Significant New Alternative Program-approved substitutes;

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
		to phase out the procurement of ozone-depleting substances (ODS) for non-excepted uses; to maximize the use of safe alternatives to ODS; to ensure that ODS and regulated refrigerants are recovered and recycled, and emissions reduced to the lowest achievable level during the service, maintenance, repair, and disposal of appliances. This policy is codified in Departmental Manual 5600-003, Environmental Pollution Prevention, Control, and Abatement.	(2) recover and recycle all refrigerants and; (3) reduce all emissions to the lowest achievable level during the service, maintenance, repair, and disposal of appliances.
Reduce waste generation through elimination, source reduction, and recycling.	Yes	USDA will continue to practice waste reduction in the following order of priority: source reduction, reuse, recycling, and composting. We will disseminate best practices for accomplishing waste reduction and measure progress through a significant sampling of facilities with contracted solid waste removal.	USDA will achieve 60 percent diversion of non-hazardous solid waste in FY2015.
Implement integrated pest management and improved landscape management practices to reduce and eliminate the	Yes	USDA will promote and implement integrated pest management (IPM) and sustainable landscaping techniques in USDA-owned	USDA continues to increase awareness of integrated pest management and beneficial landscaping

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
use of toxic and hazardous chemicals/materials.		buildings throughout the United States. IPM and sustainable landscaping will help create a visually inspiring landscape at USDA facilities across the country and showcase environmentally responsible practices.	practices through the People's Garden. USDA established over 2,000 Peoples Gardens by FY2014, with a projection of 2400 by the end of FY2015.
Establish a tracking and reporting system for construction and demolition debris elimination.	No		
Develop/revise Agency Chemicals Inventory Plans and identify and deploy chemical elimination, substitution, and/or management opportunities.	No		
Inventory of current HFC use and purchases.	No		
Require high-level waiver or contract approval for any agency use of HFCs.	No		
Ensure HFC management training and recycling equipment are available.	No		

Strategies - Goal 8: Energy Performance Contracts

Table 8: Energy Performance Contracting

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in next 12 months
Required Strategy under E.O. 13693			
Utilize performance contracting to meet identified energy efficiency and management goals while deploying life-cycle cost effective energy and clean energy technology and water conservation measures 3(k)(i)	Yes	Continue to use Energy Savings Performance Contracts (ESPCs) and Utility Energy Savings Contracts (UESCs) to meet energy and water management goals.	(1) By October 31, 2015 - review EISA 432 evaluation/project data in CTS for ESPC/UESC candidates; (2) By March 31, 2016 - issue at least 3 new notices of opportunity for ESPC/UESC; (3) By September 30, 2016 - complete corresponding preliminary assessments.
Fulfill existing agency performance contracting commitments towards the $4 billion by the end of calendar year 2016 goal established as part of the GPRA Modernization Act of 2010, Climate Change Cross Agency Priority process 3(k)(ii)	Yes	Continue to fulfill USDA's performance contracting commitments towards the Federal Government's $4 billion goal by the end of CY 2016.	Meet performance project milestones as reflected in OMB MAX Collect.
Recommended Strategy			
Evaluate 25% of agency's most energy intensive buildings for use with energy performance contracts.	Yes	Continue to evaluate USDA's most energy intensive facilities for use with energy performance contracts.	By February 28, 2015 - Evaluate 25% of USDA's most energy intensive buildings for use with energy performance contracts.
Prioritize top ten projects which will provide greatest energy savings potential.	No		

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in next 12 months
Cut cycle time of performance contracting process by at least 25%.	No		
Assign agency lead to participate in strategic sourcing initiatives.	No		
Devote 2% of new commitments to small buildings (<20k sq. ft.)	No		
Identify and commit to include 3-5 onsite renewable energy projects in energy performance contracts.	No		
Ensure relevant legal and procurement staff are trained by FEMP ESPC/ UESC course curriculum	Yes	Ensure relevant USDA legal and procurement staff are trained by FEMP ESPC/ UESC course curriculum.	By June 30, 2016 - facilitate FEMP ESPC/UESC training for key USDA legal and procurement staff.
Provide measurement and verification data for all awarded projects.	No		
Enter all reported energy savings data for operational projects into MAX COLLECT (max.gov).	Yes	Continue to report energy savings project data for operational projects into MAX Collect (max.gov).	Report energy savings project data into MAX Collect as required by OMB and CEQ.

Strategies - Goal 9: Electronics Stewardship

Table 9: Electronics Stewardship & Data Centers

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Required Strategy under E.O. 13693			
Establish, measure, and report procurement preference for environmentally sustainable electronic products 3(l)(i)	Yes	USDA will continue to quantify the sustainable electronics products that agencies purchase by default on the IT Hardware BPA.	Purchase 100% eligible IT hardware in FY15 and FY16 that is EPEAT-registered and ENERGY STAR-certified.
Establish, measure, and report policies to enable power management, duplex printing, and other energy-efficient or environmentally sustainable features on all eligible agency electronic products 3(l)(ii)	Yes	USDA will image all computers to enable power management. Multifunction devices (MFD) will automatically default to duplex and monochrome printing.	Enable power management on 100% of eligible electronics and deploy 100% MFD's that default to duplex and monochrome printing in FY2015 and FY2016.
Establish, measure, and report sound practices with respect to the agency's disposition of excess or surplus electronic products 3(l)(iii)	Yes	USDA will continue to use the Agency Asset Management System (AAMS) tracking and reporting tool on GSAXcess website.	Track 100% of surplus electronics that are donated or recycled in FY2015 and FY2016.
Recommended Strategy			
Update and deploy policies to use environmentally sound practices for disposition of all agency excess or surplus electronic products and monitor compliance.	No		

Strategies - Goal 10: Climate Change Resilience

Table 10: Climate Change Resilience

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Required Strategy under E.O. 13693			
Update agency external programs and policies (including grants, loans, technical assistance, etc.) to incentivize planning for, and addressing the impacts of, climate change. (In column C, identify names of agency programs or policies)	Yes	USDA regularly updates conservation and technical assistance programs, many of which are focused either directly or indirectly on incentives that address the impacts of climate change and provide both direct and ancillary environmental benefits through Farm Bill authorities. USDA Regional Climate Hubs deliver science-based knowledge and practical information to farmers, ranchers and forest landowners within each region. Hubs build capacity within USDA to deliver information and guidance on technologies and risk management practices and work in public-private partnerships to support landscape, watershed, and farm scale conservation and technical assistance for resilience and mitigation.	USDA is restructuring the permanent placement of the USDA Regional Climate Hubs within the Department organization to streamline cost centers, funding, and management of the Hubs. A Regional Leads Forum in Fall 2015 will establish metrics and targets for successful delivery and guidance at each Hub. Regional vulnerability assessments will be completed by the end of 2015. An inventory of tools available to stakeholders will be completed in the next few months and updated periodically. Learning and outreach education is being examined. Drought risk management and assistance is being developed through the National Drought Resilience Partnership. Workshops for improving data accessibility and compatibility and the potential for establishing a

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
			National Soil Moisture Network are in progress. To assist the Global Research Alliance the National Ag Library has committed a repository for scholarly publications in climate change research and USDA is investigating additional needs.
Recommended Strategy			
Update agency emergency response procedures and protocols to account for projected climate change, including extreme weather events.	NA		
Ensure workforce protocols and policies reflect projected human health and safety impacts of climate change.	No		
Update agency external programs and policies (including grants, loans, technical assistance, etc.) to incentivize planning for, and addressing the impacts of, climate change.	No		
Ensure agency principals demonstrate commitment to adaptation efforts	No		

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
through internal communications and policies.			
Identify vulnerable communities that are served by agency mission and are potentially impacted by climate change and identify measures to address those vulnerabilities where possible.	Yes	USDA is identifying vulnerable communities using the Priority Agenda which the Climate Natural Resources Working Group (CNRWG) produced. CNRWG was established by the Council on Climate Preparedness and Resilience, of which USDA is a member.	Vulnerability Assessments will be completed for each USDA Regional Climate Hub by the end of 2015 to support local and regionalized efforts. Adaptation Plans for each USDA agency will be regularly reviewed and updated. USDA is continuing to add tools and materials to sections on Food Production, Drought, Carbon Storage, and Crops.
Ensure that agency climate adaptation and resilience policies and programs reflect best available current climate change science, updated as necessary.	Yes	USDA will continue to post updated adaptation plans on the USDA website. A new Departmental Regulation on Climate Change Adaptation released in June 2015 addresses performance metrics, such as adaption plan milestones.	USDA agencies will implement actions from adaptation plans and develop metrics specific to individual agency needs by the end of FY2016. Adaptation plan updates will occur every four years following the National Climate Assessment.
Design and construct new or modify/manage existing agency facilities and/or infrastructure to account for the potential impacts of projected climate change.	No		

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Incorporate climate preparedness and resilience into planning and implementation guidelines for agency-implemented projects.	Yes	USDA will adhere to E.O. 13693 for sustainability goals, GHG reductions, and examination of the complete supply chain. The new Department Regulation on Climate Change Adaptation emphasizes the incorporation of climate change adaptation into USDA agencies' mission operations.	USDA will apply metrics through the June 2015 Department Regulation, implementation metrics for USDA agencies' adaptation action plans, building blocks for Climate Smart Agriculture and Forestry, and the USDA Regional Climate Hubs.
Ensure climate change adaptation is integrated into both agency-wide and regional planning efforts, in coordination with other Federal agencies as well as state and local partners, Tribal governments, and private stakeholders.	Yes	USDA Regional Climate Hubs will continue to integrate science-based knowledge and practical information on a regional level in coordination with other Federal agencies. USDA Building Blocks for Climate Smart Agriculture and Forestry are focused on multiple economic benefits to meet producer needs, are voluntary, incentive-based, cooperative and focused on building partnerships. These Building Blocks are expected to provide ancillary benefits to resiliency and regional planning.	The 10 Building Block teams are developing implementation plans, timelines for development, and actions to meet annual target goals. Building Blocks of particular interest to resiliency include Soil Health, Conservation of Sensitive Lands, Grazing and Pastures, Stewardship of Federal Forests and Energy Generation and Efficiency. These integrate actions from several USDA agencies with private-public partnerships. USDA restructuring, i.e., permanent placement of the USDA Regional Climate Hubs within the Department organization, is expected to ensure adaptation is integrated at

(A) Strategy	(B) Top Five? Yes/No/NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
			various scales agency-wide. The Building Blocks benefits are expected to reduce net emissions and enhance sequestration by 120 million metric tons per year and at the same time provide ancillary benefits to resiliency.

FLEET MANAGEMENT PLAN AND BUDGET NARRATIVE

FY 2015 FLEET MANAGEMENT PLAN AND BUDGET NARRATIVE
FOR
U.S. DEPARTMENT OF AGRICULTURE

U.S. Department of Agriculture (USDA) provides leadership on food, agriculture, natural resources, rural development, nutrition, and related issues based on sound public policy, the best available science, and efficient management.

USDA's primary/core mission is to expand economic opportunity through innovation, helping rural America to thrive; to promote agriculture production sustainability that better nourishes Americans while also helping feed others throughout the world; and to preserve and conserve our Nation's natural resources through restored forests, improved watersheds, and healthy private working lands.

For additional information on the agency's primary/core mission, please refer to the Secretary's Strategic Plan FY 2010 to 2015 at http://www.ocfo.usda.gov/usdasp/sp2010/sp2010.pdf.

USDA owns and operates slightly over 40,000 vehicles, mostly light trucks and sedans, located in cities, rural communities, and National Forests all across the country.

These vehicles are used to support the departments' extensive and varied missions, including food safety inspections, agricultural research, fire suppression, and law enforcement. The complexity of USDA mission requirements and the overall size and nationwide dispersion of the fleet make meeting and striving to exceed federal target goals a challenging effort that requires the commitment of all our agency fleet managers.

FY 2013 and FY2014, turned out to be a very productive year for USDA Fleet due to the transition to a new and improved fleet card program that captures level III data more accurately and to the GSA fleet management system (FedFMS). The new fleet charge card called WEX will also manage agency owned fleet vehicle purchases more accurately at the card user level via a Driver PIN. The fleet charge card will improve FAST reporting by 2015 by capturing fueling and operating cost, mileage, etc. and assist with the collection and monitoring of more accurate data for agency vehicles. Additionally, fleet charge card data is being uploaded in FleetDASH for both GSA leased and owned to monitor and address fueling missed opportunities down to the driver level.

As of March 2015, USDA has it first full year of data to being analysis of utilization rates, maintenance costs, and lease verses owned acquisitions. In addition, USDA has embarked upon an agency-wide strategic sourcing initiative that will include an in-depth assessment of all fleet related acquisitions and utilization measures to determine how best to right-size fleet, while incurring cost savings.

The percentage of alternatively-fueled vehicles continued to trend upward as USDA met its targeted goal of 75% of its covered light-duty vehicles acquired were alternatively-fueled vehicles. To achieve the optimal fleet attainment, USDA will continue to reduce the number of conventional fuel vehicles and increase the percentage of light duty alternative fuel vehicles in

its inventory. In addition, agencies will assess vehicles that are older, less efficient, high maintenance and/or under-utilized.

USDA agencies switched over 250 sub-compact and compact sedans GSA replacement orders to electric hybrid by fully participating in the GSA Hybrid Electric program. As well, USDA participated in another GSA program that resulted in 100 replacement orders being up-fitted with accident preventive technology.

Several USDA agencies have independently contracted the services of fleet consultants for improved operations, in-depth VAM studies, and telematics. For instance, the Office of Operations has installed Trimble Navigational telematics on over 90 percent of its fleet for real-time fleet management technology and drive safety devices. The technology is being used to provide vehicle tracking, fuel analysis diagnostics, driver safety analysis, data collection data to be used by managers for vehicle monitoring and mandatory reporting. By implementing this initiative, OO is in full compliance with E.O. 13514, Section 3. (g)(iii) ahead of new E.O. GHG reduction mandates beginning in fiscal year 2016.

Overall. the following strategies are being continually implemented at the national, state and/or local level:

Petroleum Reduction

- Maximize utilization of alternative fuel in dual-fueled vehicles

    a. Acquire the optimal alternative fuel vehicle for each vehicle's mission, and locate alternative fuel vehicles where they have access to alternative fuel.
    b. Install alternative fuel pumps at agency fleet fueling centers
    c. Utilize GSA Fleet Sustainability Dashboard tracks fuel consumption in GSA-leased vehicles, identifying successes as well as "missed opportunities" to use alternative fuel

Data Quality Considerations

- USDA has a new fleet card used to charge fuel, maintenance and immediately consumable supplies and services for the continued operation and maintenance of owned reportable fleet.
- Data cleansing of FMVRS.

Fleet Inventory Size

- Implement policies that ensure the agency's LE and emergency vehicles are the smallest, most fuel efficient, and least greenhouse gas emitting vehicles necessary to execute mission requirements as outlined in GSA Bulletin FMR B-33, "Alternative Fuel Vehicle Guidance for Law Enforcement and Emergency Vehicle Fleets"

- Maintain a record of exemption documents at the USDA Office of Procurement and Property Management, per The Presidential Memorandum on Federal Fleet Performance, which states the head of the agency may exempt vehicles used for law enforcement, protective, emergency response, or military tactical operations of that agency from the provisions of the VAM study. The USDA has exempted 2,583 law enforcement and emergency vehicles from the VAM study.

- Planned reductions in fleet size and petroleum consumption should be coordinated with, and sufficient for, achieving the agency's scope 1 & 2 GHG reduction target by 2020.

    a. Dispose of low utilized vehicles or combined with other low utilized vehicles in vehicle sharing arrangements.
    b. Where it is not mission required, vehicles assigned to a single employee should be eliminated.

Vehicle Type Composition

- Acquire the most fuel-efficient vehicles available to fulfill a given vehicle mission. Dual-fueled vehicles capable of operating on either petroleum or alternative fuel should be placed in locations where the alternative fuel is available (to avoid the need for EPAct section 701 waivers) and be operated on the alternative fuel (to be compliant with EPAct section 701 requirements).

    a. Increase in sub-compact sedan inventory from the baseline fleet to the optimal fleet while all other vehicle categories decrease by FY2015. USDA projects a 50% increase in sub-compact sedan inventory form baseline fleet. This movement towards more fuel efficient, smaller sedans should also reduce petroleum use and reduce greenhouse gas emissions
    b. Increased the number of alternative fuel vehicles and reduce conventionally fueled vehicles by December 31, 2015. All new light duty vehicles leased or purchased by agencies must be alternative fueled vehicles, such as hybrid or electric, compressed natural gas, or biofuel. USDA's AFV acquisition plans will position the agency to easily meet this mandate. USDA projects to greatly increase its AFV fleet by FY2015.
    c. Acquire biofuel-capable AFVs and fuel them with the biofuel in locations where available to reduce fleet petroleum consumption. In locations where biofuel is not available, the fleet should consider acquiring AFVs that operate on other alternative fuels (e.g., electricity, natural gas, or propane), including hybrids and other low GHG-emitting vehicles that operate on petroleum.

Fueling Infrastructure

- Locate alternative fueled vehicles must, as soon as practicable, in proximity to fueling stations with available alternative fuels, and operate on the alternative fuel for which the vehicle is designed.

    a. Begin cooperative *effort* with other agencies to install or encourage commercial development of alternative fuel infrastructure in areas where needed.
    b. Utilize DOE tools available at its website, including an interactive map showing Federal vehicles for which waivers for the use of non-alternative fuel have been granted, which may be useful in finding partners.
    c. Consult with the GSA Office of Motor Vehicle Management for assistance in identifying and facilitating the placement of GSA Fleet AFVs, as soon as practicable, in proximity to fueling stations with available alternative fuels, so that the vehicles can be operated on the alternative fuel for which the vehicle is designed.

Vehicle Sourcing/Cost

- Source agency-owned fleet from less costly sources except where agency-owned vehicles are required by mission. Reduce commercial leases when economically feasible to utilize GSA leasing as an option.
- Examine all agency-owned vehicles throughout the agency fleet to ensure that less costly vehicle sourcing is not feasible.

Fleet Management Information System

- Implement a centralized fleet management system, as required of all Federal executive agencies with large fleets (2,000 or more vehicles), per Sections 15301 and 15302 of the Consolidated Omnibus Budget Reconciliation Act of 1986 (Pub. L. No. 99-272) (40 U.S.C. Sec. 17502 and 17503) to have a centralized system to identify, collect, and analyze motor vehicle data with respect to all costs incurred for the operation, maintenance, acquisition, and disposition of motor vehicles. In addition, a centralized system meets the requirements of FMR Bulletin 8-15 be put in place to provide reliable data for fleet management and forecasting.

Shared Fleet-on-Demand Services

- Implement opportunities to utilize the GSA Dispatch Reservation Module. Determine opportunities where locations exist for vehicle sharing and short term rental vehicles could replace full-time vehicle assets. Short term vehicle needs, such as vehicles for seasonal workers, could be met with rental vehicles under a recent policy change that permits rental up to 120 days.

Overall, USDA mission includes national programs with work forces widely dispersed throughout urban and rural centers depending on the mission. In many instances rural offices consist of only 1 to 3 individuals responsible for large geographic areas. USDA vehicles are a vital part of their being able to complete their wide spread job duties. Vehicles are assigned in relation to the type of activity performed. For instance, the Agricultural Research Service (ARS), which serves as the USDA's chief in-house scientific research agency, has approximately 3,000 vehicles at 80 field locations, most of which are rural, that geographically cover the United States via the North Atlantic, Beltsville, South Atlantic, Mid West, Mid South, Southern Plains, Northern Plains, and Pacific West. The Foreign Agricultural Service's (FAS), which links U.S. agriculture to the world to enhance export opportunities and global food security, has an overseas fleet of 55 vehicles of different types at 49 overseas posts to support the FAS mission. The role of FAS overseas vehicle fleet's includes crop assessment trips to gather agriculture data, official travel to other countries within regional coverage, trips to local government offices, travel to functions that include representational events with agribusiness organizations, and transportation of official visitors. Lastly, the Forest Service, which manages public lands in national forests and grasslands, has a workforce of approximately 30,000 employees utilizing a fleet of approximately 19,000 highway. The Forest Service operates in remote areas of the country where public transportation is limited. Management of these remote lands requires the use of many different types of transportation and equipment ranging from ATVs, snowmobiles, sedans and pickup trucks, to large trucks and construction equipment to protect National Forest System lands, carry out research and State and Private Forestry programs, and conduct law enforcement activities.

Criteria for Justifying and Assigning Vehicles

Most USDA agencies use, but are not limited to, the following basic utilization criterion to justify vehicle purchases: 1) the number of vehicles/per person ratio; 2) the number of miles traveled per year; 3) the number of trips required per month; and 4) budgetary and project management responsibilities. Overall assignment of vehicles is dependent on the mission area, specific job assignment and office location. Larger and co-located offices may have a small pool of vehicles that are shared. Smaller offices may have specific vehicles assigned dependent on the job requirements and travel required to perform the mission in target areas. For instance, specific job classifications such as a Wildlife Field Biologist almost always require some sort of truck or sport utility vehicle to perform their job duties. In this situation, vehicle needs and use are determined at the discretion of the office, program, and/or area leader to support of the mission.

Home-to-work vehicles are justified in accordance with USDA Departmental Regulation 5400-005, which also uses job series as a determining factor. The distance to a program office in relationship to the field location is also a major consideration. However, some law enforcement (LE) vehicles are assigned to specific LE officers and agents with the type of vehicle depending on type of officer. For instance, most Office of Inspector General officers and agents are granted home-to-work (HTW) permission through their Regional Special Agent in Charge, as they must be available (on call) to handle investigations at any time. USDA Fleet is in the process of automating a standard process for maintaining records on individual HTW agreements.

USDA agencies are also asked to obtain written commitment requesting the assignment of a government vehicle or the choice to use their privately owned vehicle (POV) on a reimbursable basis. The assignment of a government vehicle to a high mileage driver is usually at a cost saving to the agency compared to paying the employee to use their POV at the reimbursable rate.

Office of Chief Information Officer (OCIO) added 21 additional GSA leased vehicles in FY13 due to the following: Up until recently, the Service Center Agencies (SCA) would allow Information Technology Services (ITS) to use the agency owned vehicles as needed. With the recent budget situation, agencies are scaling back their fleet and reviewing ways to cut maintenance and fuel cost. As a result, some SCA locations have notified ITS managers that ITS staff can no longer use their fleet. This has cause scheduling problems which ultimately impact customer service and ITS's ability to meet our Service Level Agreements.

FS Law Enforcement vehicles are assigned to specific LE officers and agents (the type of vehicle depends on type of officer). Most officers and agents are granted home-to-work (HTW) permission through their Regional Special Agent in Charge, as they must be available (on call) to respond to emergencies and handle investigations at any time.

Our emergency vehicles (primarily fire engines) are assigned to fire teams (who are licensed to operate this size of vehicle). HTW would rarely be authorized for these vehicles.

Historically, most vehicles have been assigned to individuals, but we are placing more vehicles in pools and encouraging employees to share rides whenever possible. The only vehicles (aside from LE) that are most often assigned to individual employees would be specialized vehicles, such as a vehicle set up for a bridge inspector or radio technician (vehicles not configured for regular use), or for employees who use vehicles every day (which makes little sense for them to constantly switch vehicles).

There are a limited number of employees who qualify for the field exception HTW under the USDA Department Regulation 5400-005. FS policy prescribes the approval: higher levels are required when the HTW proposal is for longer periods. All requests must be assessed not only for significant cost (employee time and vehicle mileage) savings but also consider public perception of the HTW situation. In addition, if another secure government facility is reasonably nearby, we specify the vehicle should be left at that facility instead of at employee's home.

USDA Vehicle Allocation Methodology (VAM) to Control Fleet Size and Cost
USDA VAM is on schedule to meet fleet size reductions and alternative fuel vehicle increases as planned and projected for FY 2015. From FY2010 to present, overall USDA fleet size has been reduced by 3% or more per year. With continued budget constraints, USDA anticipates that and the number of vehicles will continue to decrease at the current or above rate and the age of the its fleet will most likely increase.

Agencies purchase and lease their vehicles through GSA's Auto Choice program as mandated by USDA policy. With justification, very few vehicles are purchased through the open market. On occasion a used vehicle may be purchased and vehicles may also be acquired through GSA Excess. Future cost projections are based on current and historical trends of program mission activity and forecasted projects. Several agencies, including Animal and Plant Health Inspection Service (APHIS), are initiating new methods that at the point of a purchase request, that will capture all necessary data required by E.O. 13514 and GSA Bulletins B-9 and B-30 will be reported on the form and rolled into the annual VAM Report. APHIS continues to shed non-compliant regular fuel vehicles, and when possible purchase only E-85 compliant and alternative fuel vehicles whenever possible.

Additionally, agencies conduct annual vehicle use surveys to identify vehicles that fall below minimum use standards. Vehicles with low mileage are flagged and require justification (e.g., low daily mileage, but high number of days of use) for retention. Across the agency, more vehicles are being placed in motor pools to increase utilization of individual vehicles and reduce the total number of vehicles needed. For instance, such vehicle use studies have projected a six percent decrease in fleet size for the Agricultural Research Service (ARS). The Forest Service Environmental Management System (EMS) and Sustainable Operations programs have been very active in encouraging fewer trips and increased use of tele- and video-conferencing.

NRCS is in the final development phase of a new initiative called the Conservation Delivery Streamlining Initiative (CDSI). Implementation is expected to be time phased over a 3 year fleet management timeline. Initial implementation may reduce vehicle utilization as customers will have the ability to sign NRCS documents online using the "Client Gateway" feature of CDSI. This will reduce the utilization of vehicles used to drive to land owners locations to have them physically sign documents. The "Conservation Desktop" will lead to increased vehicle utilization in that this feature allows for NRCS employees to conduct conservation work in the field, away from a desk. This initiative will ultimately enhance NRCS productivity and levels of service to private land owners and will take our field and program staff out of the office and give them the capability to perform their mission out in the field.

Currently, field staff and programs staff spend only 20-40% of their time in the field providing conservation assistance to private land owners. CDSI, over time, will give them the ability to perform their duties from a laptop in the field as opposed to sitting at a desk, on the network, in an NRCS field office. It is expected that this new initiative will eventually increase fleet utilization as employees will be spending up to 75% of their time in the field, away from the office.

The NRCS fleet at present is 97 percent owned. A key cost driver for this procurement method has been vehicles that require up-fitting. The up-fit cost for a soils truck averages $11,000 per vehicle and takes 30-45 days to complete. Up-fitting costs for a typical truck that requires a hitch, ball, toolbox or bed cover can range from $350 - $2000 per truck. Historically, GSA Fleet leasing had not been considered because of this up-fitting requirement and expenditure, but with recent declines in up-fitting costs, and the new NRCS Lease vs. Buy tool, all future acquisitions will be reviewed to determine which procurement method is most cost-effective. The goal is to move vehicles, as replaced, from ownership to GSA Fleet leasing where cost-effective and practical.

Food and Nutrition Service (FNS) fleet size has been steadily decreasing since FY 2009. Fleet costs are generally decreasing but rising fuel, repair, and ADA compliance costs have been experienced in recent years. FNS is currently exceeding its annual VAM projection targets and there are no deficiencies that are hindering FNS from reaching projected goals.

Law Enforcement Vehicles

USDA law enforcement (LE) vehicles are classified as described in GSA Bulletin FMR B-33, however, Tier 1 and 2 LE vehicles are exempted from Energy Policy Act and VAM reporting. For instance, the USDA Office of Inspector (OIG) uses the law enforcement (LE) vehicle classification system described in GSA Bulletin FMR B-33, and exempts Tier II LE vehicles from Energy Policy Act. OIG strategically selects AFV vehicles where it can without impacting the mission of the OIG law enforcement efforts. This change will increase the utilization of OIG AFVs to 15% of the overall fleet.

Overall, USDA policy requires agencies to specify LE vehicle configuration that detail the vehicle type, fuel type and options when ordered or up fitted. Most LE vehicles are intermediate sport utility and mid-size. Forest Service (FS) fleet, including emergency and law enforcement (LE) vehicles, are included in inventory, reporting, utilization studies and VAM checklist. FS direction on alternative fuel vehicles also applies to its LEs. For example, if fuel is available within the normal vehicle use area, FS would order that type of AFV. If an AFV is available to purchase, but the alternative fuel is not currently available nor expected to be available with 2-3 years, an AFV is procured only if it is flex fuel and its purchase price is the same or less than the regular fueled vehicle.

Restricted Vehicles

USDA fleet does not include any limousines or armored vehicles. Vehicles larger than class III (midsize) vehicles, require agencies to maintain justifications for each one procured. Executive fleet vehicles are posted on the Department's Property Management Division fleet website as required by the Presidential Memorandum of May 2011. Most vehicle larger than class III vehicles are utilized for executive fleet, security forces and/or law enforcement. For instance, Forest Service (FS) purchases only midsize and below sedans and station wagons, except for law enforcement. LE sedans may be large (class IV) depending on availability of pursuit-rated sedans on GSA contract. FS does not have executive vehicles in its fleet.

FNS has three larger than class III passenger vans that are used as a shuttle service to transport FNS executives and employees to meetings. These meetings are at the White House, Capitol Hill and other USDA offices throughout the Metro Washington, D.C. and Northern Virginia area.

Forest Service purchases only midsize and below sedans and station wagons, except for law enforcement. LE sedans may be large (class IV) depending on availability of pursuit-rated sedans on GSA contract. Since our LE vehicles are typically high mileage and need to be replaced on a regular basis, we cannot defer replacement in hopes that other vehicles might be on the GSA contract the following year. These LE vehicles are equipped with LE needed items such as lights/sirens, prisoner screens and gun racks – which cannot be shared with non-LE projects.

Forest Service does not have executive vehicles, limousines or armored vehicles in its fleet.

Vehicle Replacements
USDA often maintains vehicles longer than the minimum replacement standards, especially for miles driven. This extends the useful life of the vehicle, which allows the owned vehicle to be comparative to leased costs over the same time period. The following criteria is used in considering the replacement of a vehicle:

- Assessment of the continuing need for a vehicle at the post.
- A standard replacement cycle. See GSA Standard Vehicle Replacement Chart below .
- Mileage of vehicle.
- Analysis of repair and operating costs.
- Condition of vehicle (i.e. rust, body condition, mechanical reliability).
- Major repairs (transmission, brakes, suspension, A/C etc.) that would extend usability and reliability of vehicle for an additional 3 to 4 years.

Per USDA policy, alternative fuel vehicles (AFV) and low GHG vehicles are purchased whenever possible. The vehicle replacement strategy for most USDA agencies (i.e., RD and FSA) is to deny vehicle request unless the vehicle choice is for an alternative fuel vehicle of equal or smaller size comparison, which is within guidance of the Presidential Memorandum of May 2011.

Cost comparisons are used for all purchases when considering leased or owned. When no acceptable rationale is offered by an agency for acquiring vehicles from a source that is not cost effective, the procurement is denied. The majority of USDA fleet is owned and most vehicles are replaced on the selection available in GSA's Auto Choice system. Agencies will identify the best/most efficient vehicle that will meet the requirements of the mission and follow Federal energy requirements. The ability to acquire all alternative fueled vehicles is dependent upon auto manufacturer's ability to produce the vehicles and bid on GSA contracts. Although there are more E85 and bio-diesel flex fuel vehicles available through GSA, often rural office locations are not located near E85 and bio-diesel merchants. Therefore, hybrid vehicles often allow the agency to benefit more from AFVs. The concern is the availability and cost. Hybrid vehicles cost significantly more than a traditional gasoline vehicle or flex fuel vehicle.

GSA Vehicle Replacement Standards Chart

Vehicle Category	Fuel Type	Years/Miles
Passenger Vehicles	Gasoline or AFV	3 and 36,000 4 and 24,000 5 and any miles Any year and 75,000

	Hybrids	5 and any miles
Light Trucks 4X2	Non-Diesel Diesel Hybrid	7 or 65,000 8 or 150,000 7 and any miles
Light Trucks 4X4	Non-Diesel Diesel Hybrid	7 or 60,000 8 or 150,000 7 and any miles
Medium Trucks 4X2/4X4	Non-Diesel Diesel	10 or 100,000 10 or 150,000
Heavy Trucks 4X2/4X4	Non-Diesel Diesel	12 or 100,000 12 or 250,000

ARS working trucks are equipped with specialized equipment for conducting research, hauling, towing, and moving equipment, animals, and crops. When replacing a vehicle, program officials are required to indicate specialized needs such as towing, temporary use, etc. Officials are required to identify the current vehicle use information and whether the replacement is in-kind, a downgrade or upgrade. For replacements, all program officials must address the following factors:

- GHG score, if required, for light duty vehicles, including exception as functional need or alternative measures
- Minimum body size, engine size, & optional equipment necessary for the mission
- Availability of alternative fuel
- The mission of the vehicle including conditions, terrain, geography, weather factors, etc., that help identify vehicle size/minimum size
- Primary season of use (i.e., year round, intermittent, etc.
- Specific need for 4x4 or towing
- Routine passenger capacity
- Possibility of fulfilling fleet need within existing fleet or short-term rental

We used this criteria across the board for all agency vehicles. The fund holder and local fleet manager are responsible for reviewing and approving the vehicle allocation methodologies.

Vehicle Management Information System

USDA has implemented the GSA Federal Fleet Management System (FedFMS) and integrated its new WEX fleet card for owned vehicles. FedFMS will assist with improving the management of USDA vehicles agency-wide by capturing of all transactions and costs for owned and leased motor vehicles, providing an accurate inventory, periodic reporting for FAST, etc. In FY 13, NRCS, APHIS, ARS and NASS fleets have converted to GSA's FedFMS for annual reporting requirements. fleet card.

For 30 years, the Forest Service has utilized its Equipment Management Information System (EMIS) for fleet inventory, tracking expenses by vehicle, out year planning, and reporting. EMIS includes most of the fields required in the B-15 Bulletin. Forest Service operates its fleet using a Working Capital Fund (WCF) and EMIS interfaces with the agency financial system. The financial system provides initial purchase price (and additional capitalized costs) data, as well as each month's expenses by vehicle to EMIS. The WCF system also tracks odometer readings (entered monthly) and bills projects for the monthly vehicle charge and the mileage charge. We

will assist USDA with review of a more updated system that can incorporate the needs of Forest Service WCF as well as other desired fleet management tools.

Vehicle Sharing
In FY15, efforts are underway to pilot the GSA Dispatch and Reservation Module Program for vehicle sharing at all USDA agencies, especially those at co-located sites. A Forest Service annual utilization study is the identification of underutilized vehicles that can be shifted from an individual or project team to a motorpool. The regions submit a summary of their findings and plans to agency headquarters each year. The results of the FY14 Utilization study are that close to 700 vehicles will be shared or shifted into motorpools to increase utilization. Forest Service shares some offices with other agencies, primarily land management agencies like Bureau of Land Management, National Park Service and Fish and Wildlife Service. Where applicable, these offices maintain a shared motorpool. This requires an agreement between the agencies detailing which vehicles are shared, how vehicle damage is repaired and how the agencies pay for the vehicles being used by their employees.

However, some USDA missions require fleet to be available and accessible at remote locations, such as farms, ranches, etc. In such cases, using common carriers or shared carriers is not usually feasible. For instance, ARS and the National Agriculture Statistical Service have various research projects that are ongoing throughout the year, most in rural locations, distant field plots, leased farms, University land, etc. Eventhough some agencies require a high degree of mobility to ensure efficient research operations, USDA as whole will promote vehicle sharing options when opportunities occurs.

Impediments to optimal fleet management.
There needs to be improved communication and cooperation between OMB, Department of Energy, GSA, and Agency Fleet and Budget communities to ensure agencies have clear and timely instructions for reporting requirements. Additionally, there needs to be continued effort to work together to streamline federal fleet mandates, including reporting requirements. Increased reporting requirements take time away from fleet managers at all levels of the organization. The result is less time is available for individual vehicle analysis, credit card monitoring and other fleet related tasks.

Additionally, the budget data (normally due in August) being required as part of this year's VAM submittal will not be accurate. Field agencies like the Forest Service have a very seasonal workforce (which means seasonal use of many vehicles). Most of their field work takes place during June-October. Asking for projected expenditures in February means FS will submit guesses rather than confident calculations. A re-do of the entire budget is required in August when better data is available. This means duplicate work – again taking time away from fleet management.

USDA has concerns regarding the availability and cost of alternative fuels and alternative fueled vehicles, primarily hybrids. The cost of a hybrid is 25 percent higher. For the leased side, the agency is responsible for incremental costs, so there still is an increase. Additionally, the availability of E85 fuel infrastructure is concerning. There will continue to be areas where there are no realistic solutions for AFVs, particularly in our very rural locations. In many cases, the most cost effective alternative fuel vehicles are E85 flex fuel. For instance, few Forest Service offices are located near E85 fuel sources. Through the Working Capital Fund, Forest Service initiated a program for assisting regions with the incremental costs of CNG, propane, PHEV and electric vehicles where appropriate (fuel is available and/or normal driving distances are within fueling range).

The 5 mile radius waiver process under Section 701 of the Energy Policy Act, is a “bird’s eye view” and not true highway travel. At times, it is difficult for employees to understand the requirement to travel 15 minutes in another direction to refuel a flex fuel vehicle. Additionally, agencies need assistant in working with private vendors to allow access since the waiver process does not exclude merchants that are not available to the Federal fleet. The waiver process should not include private stations.

The new E.O. 13693 for GHG Reductions will require a large investment in telematics. Clarification on what capabilities and/or data requirements should be clearly defined for Federal agencies. It is recommended that GSA fully support this mandate by taking the lead on establishing the standards and venues for telematics, as well as incorporating telematic data feeds into GSA fleet systems. As the mandatory source for vehicle acquisitions, all new light duty vehicles should come equipped with the technology.

Anomalies and Possible Errors

USDA has transitioned to a new fleet card program in FY2014 that will result in more accurate reportable fleet data in FAST FY2015. However, there are still issues with data accuracy stemming from the use of erroneous FMVRS as the prime basis for data integrated into FedFMS.

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Agency Fleet Managers and Budget Officers approved individual FAST submissions

	VAM Summary						FAST Data Summary					
	Sedan	Other Passenger	Truck	Other	Total	% Mix	Sedan	Other Passenger	Truck	Other	Total	% Mix
	VAM 2011 Baseline Fleet						**2011 Actual Inventory**					
Conventional Fuel Vehicles	2,526	6,111	19,313	73	***28,023***	***70%***	2,309	6,235	21,734	75	***30,353***	***70%***
Alternative Fuel Vehicles	2,939	2,767	6,369	0	***12,075***	***30%***	3,290	3,251	6,505	0	***13,046***	***30%***
Exempted Vehicles	114	572	1,897	0	***2,583***							
Total	***5,579***	***9,450***	***27,579***	***73***	***42,681***		***5,599***	***9,486***	***28,239***	***75***	***43,399***	
% Mix	***13%***	***22%***	***65%***	***0%***			***13%***	***22%***	***65%***	***0%***		
	VAM 2012 Plan						**2012 Actual Inventory**					
Conventional Fuel Vehicles	2,576	5,774	18,189	69	***26,608***	***68%***	2,066	6,027	19,904	73	***28,070***	***67%***
Alternative Fuel Vehicles	2,947	2,962	6,898	1	***12,808***	***32%***	2,886	3,347	7,362	0	***13,595***	***33%***
Total	***5,523***	***8,736***	***25,087***	***70***	***39,416***		***4,952***	***9,374***	***27,266***	***73***	***41,665***	
% Mix	***14%***	***22%***	***64%***	***0%***			***12%***	***22%***	***65%***	***0%***		
	VAM 2013 Plan						**2013 Actual Inventory**					
Conventional Fuel Vehicles	2,473	5,467	16,989	68	***24,997***	***64%***	2,296	4,987	18,587	79	***25,949***	***65%***
Alternative Fuel Vehicles	3,223	3,127	7,460	1	***13,811***	***36%***	3,036	3,543	7,628	0	***14,207***	***35%***
Total	***5,696***	***8,594***	***24,449***	***69***	***38,808***		***5,332***	***8,530***	***26,215***	***79***	***40,156***	
% Mix	***15%***	***22%***	***63%***	***0%***			***13%***	***21%***	***65%***	***0%***		
	VAM 2014 Plan						**2014 Actual Inventory**					
Conventional Fuel Vehicles	2,196	5,132	15,883	68	***23,279***	***61%***	2,246	4,716	13,841	70	***20,873***	***59%***
Alternative Fuel Vehicles	3,541	3,388	8,057	2	***14,988***	***39%***	3,025	3,518	8,024	1	***14,568***	***41%***
Total	***5,737***	***8,520***	***23,940***	***70***	***38,267***		***5,271***	***8,234***	***21,865***	***71***	***35,441***	
% Mix	***15%***	***22%***	***63%***	***0%***			***15%***	***23%***	***62%***	***0%***		
	VAM 2015 Plan						**2015 Planned Inventory (FY 2014 FAST Report)**					
Conventional Fuel Vehicles	1,941	4,573	14,637	67	***21,218***	***56%***	2,251	4,571	13,428	70	***20,320***	***58%***
Alternative Fuel Vehicles	3,786	3,776	8,785	4	***16,351***	***44%***	3,004	3,627	8,356	1	***14,988***	***42%***
Total	***5,727***	***8,349***	***23,422***	***71***	***37,569***		***5,255***	***8,198***	***21,784***	***71***	***35,308***	
% Mix	***15%***	***22%***	***62%***	***0%***			***15%***	***23%***	***62%***	***0%***		
	VAM Optimal Fleet						**2015 Planned Inventory (FY 2014 FAST Report)**					
Conventional Fuel Vehicles	1,920	3,861	12,072	66	***17,919***	***47%***	2,251	4,571	13,428	70	***20,320***	***58%***
Alternative Fuel Vehicles	3,846	4,483	11,600	5	***19,934***	***53%***	3,004	3,627	8,356	1	***14,988***	***42%***
Total	***5,766***	***8,344***	***23,672***	***71***	***37,853***		***5,255***	***8,198***	***21,784***	***71***	***35,308***	
% Mix	***15%***	***22%***	***63%***	***0%***			***15%***	***23%***	***62%***	***0%***		